



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

LANTA Board of Directors Meeting Minutes

December 14, 2021

LANTA Administrative Offices, Allentown, PA

Members Attending: Kim Schaffer – Chair of the Authority; Matt Malozi – Vice Chair of the Authority; Fred Williams – Treasurer of the Authority; Cordelia Miller; Iris Linares; and Sheila Alvarado.

Members Attending via Webinar/Teleconference: Becky Bradley – Secretary of the Authority; and Mike Lichtenberger.

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

Staff/Contractors Attending: O. O’Neil, N. Ozoa, J. Polster-Abel, J. Ozoa, B. Cotter, T. Williams, R. Flyte, A. Yacko – LANTA Staff; K. Herman – Solicitor.

Public Attending: Maurice Welo

Public Attending via Webinar/Teleconference: Sara Cassi

1. Call to Order

The meeting was called to order at 12:00 noon by Kim Schaffer, Chair of the Authority.

2. Public Comment

No comments were provided during Public Comment.

3. Approval of the Minutes

The minutes of the November 16, 2021 Board of Directors meeting were approved on a motion made by Ms. Miller and seconded by Mr. Malozi.

4. Report of the Chair

As part of the Report of the Chair, Ms. Schaffer wished the Board and staff a happy holiday season and noted it has been nice to be able to meet in person over the past few months. Ms. Schaffer thanked the LANTA drivers and staff for their continued service and commitment throughout the year. She noted that she looks forward to celebrating LANTA's 50th anniversary in the new year.

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 on Tuesday December 7. As part of the agenda, staff presented the financial statements for the LANtaBus, LANtaVan, and Carbon County Community Transit operating divisions for October 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. Linares, the Board voted to approve the LANtaBus, LANtaVan, and Carbon County Community Transit financial statements for October 2021, subject to audit.

Under procurements, staff presented a recommendation to extend the current contracts with LANTA's legal services providers for a period of one year beginning January 1, 2022. The current contractors include King Spry and Summers Nagy. The recommendation summary is attached.

On a motion made by Mr. Williams and seconded by Ms. Bradley, the Board voted to approve the one-year contract extensions for King Spry and Summers Nagy as presented.

Staff presented a recommendation to approve a Mutual Cooperation Agreement between LANTA and Carbon County for the continued administration by LANTA of the Carbon County Community Transit services. Staff discussed the elements of the agreement as well as the administrative benefits. This arrangement would not represent an organizational merger and the composition of LANTA and the LANTA Board would not change. In addition, Carbon County will still be required to provide the necessary local match to state and federal grants for service in Carbon County. The recommendation summary and agreement document are attached.

On a motion made by Mr. Williams and seconded by Ms. Alvarado, the Board voted to approve the proposed Mutual Cooperation Agreement between LANTA and Carbon County as presented.

Staff also presented an updated version of the roles and responsibilities authorization resolution which is required by PennDOT for the PennDOT grants management system. This update is necessary due to staff changes and re-assigned responsibilities among staff. The updated resolution is attached.

On a motion made by Mr. Williams and seconded by Mr. Lichtenberger, the Board voted to approve the updated resolution document as presented.

In addition, representatives from RKL, LLP, LANTA's auditing firm presented the draft audit documents for LANTA and Carbon County Community Transit. The auditors reported that they intend to issue audit reports with no findings for both LANTA and the Carbon system. RKL did note that one modification needs to be made to an entry regarding LANTA's line of credit. With that change, the audit reports will be finalized and issued to LANTA.

On a motion made by Mr. Williams and seconded by Ms. Alvarado, the Board voted to approve the draft financial audits with the one entry change described by the auditor.

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 December and that the next meeting of the Committee is scheduled for Tuesday February 15.
- C. Capital Asset Management Committee – Ms. Bradley, Chair of the Capital Asset Management Committee, reported that the Capital Asset Management Committee met on Tuesday December 7.

The agenda included a review of the Capital Asset Management Dashboard Report for the period of July through September 2021. The report is attached. The Dashboard shows that all maintenance and fleet reliability measures are better than benchmark

with the exception of bus detailed interior cleanings which was below benchmark. Staff noted that the bus cleaning crew had not been fully staffed during the quarter, but staffing has since returned to normal.

Under procurements, staff presented a recommendation to issue a purchase order for the purchase of fifteen (15) paratransit vans for the purpose of LANtaVan fleet replacement. The purchase would be made through the multi-agency statewide van procurement and would be subject to the completion of the required buy America audits. The detailed recommendation summary is attached.

On a motion made by Ms. Bradley and seconded by Ms. Miller, the Board voted to approve a purchase order for fifteen (15) paratransit vans for LANtaVan fleet replacement be issued to Coach and Equipment Bus Sales, Inc. of Pen Yan, New York, subject to the completion of the Buy America audit, along with the ancillary services noted in the recommendation summary.

Also as part of the agenda, staff reported that the 12th Street Paratransit Facility being constructed by Serfass Construction for lease by LANTA continues to progress on schedule. Staff reported that LANTA has also ordered a vehicle wash, vehicle lifts, as well as office and other furniture for the facility. All items are expected to be delivered in a timely manner for the commencement of the lease and the start of operations by the selected operations contractor.

Staff also reported that the project to complete the replacement of concrete in the bus storage area of LANTA's Allentown garage was scheduled to be complete the week of the meeting. The project involved replacing all of the concrete in the storage lanes as well as painting the walls and columns to be more reflective and identifiable, as well as painting clearly marked pathways to walk through the facility. New lighting has also been installed in the project area. The project addresses several state-of-good-repair and workplace safety issues.

Lastly, staff presented the draft Transportation Improvement Plan (TIP) submission for FFY 2023-2026 for LANTA and Carbon County Community Transit to be submitted in draft form to PennDOT as part of the MPO approval process. Staff noted that the dollar amounts in the project line items will change once guidance is received regarding funding levels which have changed with the passage of the federal infrastructure

legislation. Once the final document is developed, it will be presented again to the Board. The draft TIP submissions are attached.

On a motion made by Ms. Bradley and seconded by Mr. Lichtenberger, the Board voted to approve the draft TIP submission for LANTA as presented.

On a motion made by Ms. Bradley and seconded by Ms. Alvarado, the Board voted to approve the draft TIP submission for Carbon County Community Transit as presented.

Ms. Bradley then concluded her report.

- D. LANtaVan & Accessibility Committee – Ms. Miller, Chair of the LANtaVan & Accessibility Committee, reported that the LANtaVan & Accessibility Committee met that day prior to the Board meeting.

The agenda included an opportunity for public comment as well as an update on comments received at the September 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 first quarter of fiscal year 2022. The report is attached. The report shows that ridership was up in the first quarter of fiscal year 2022 compared to the same quarter in fiscal year 2021 by approximately 11 percent. Staff did note that ridership is still below normal pre-COVID levels. Other key items for the first quarter of the fiscal year, which covered July 1, 2021 through September 30, 2021 include the fact that average length of trips in terms of miles and hours are within target levels; 93% of trips were completed in under 90 minutes; and 90% of ADA trips were completed within 15 minutes of the fixed route equivalent.

For the quarter, the percentage of trips that were in the on-time window or earlier was 79 percent. However, staff did note that on-time performance for the current quarter has worsened due to an increase in trip volumes combined with a significant driver shortage.

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.

Lastly, representatives from Easton Coach Company provided an update on their efforts to hire paratransit drivers to ensure adequate staffing.

Ms. Miller then concluded her report.

6. Other Items

- A. Under Other Items, Mr. O'Neil noted that LANTA had received confirmation from the Pennsylvania Department of State that the charter amendment extending LANTA's charter for a period of 50 years had been received and recorded. This represented the final step in the process. Mr. O'Neil thanked Mr. Herman and the staff at King Spry for their diligence in completing the process.

7. Adjournment

The meeting was adjourned at 12:31 p.m.

Respectfully Submitted



Becky Bradley
Secretary

1/11/2022

Date



Lehigh and Northampton Transportation Authority

**LANTA Board Meeting
Agenda
December 14, 2021**

1. Call to Order
 2. Public Comment
 3. Approval of the Minutes – November 16, 2021 Board Meeting
 4. Report of the Chair
 5. Report of Committees
 - A. Finance & Administration – Fred Williams
 - i. Items for consideration of approval:
 - a. Financial Statements October 2021
 - b. Contract Extension – Legal Services
 - c. Mutual Cooperation Agreement between LANTA and Carbon County
 - d. Updated Grant Roles & Responsibilities Resolution
 - e. Draft FY 2020-2021 Financial Audits – LANTA, CCCT
 - B. LANTaBus Rider Experience & Planning Committee – Matt Malozi
 - C. Capital Asset Management – Becky Bradley
 - i. Items for consideration of approval:
 - a. Paratransit Van Purchase Order
 - b. Draft FFY 2023-2026 TIP Submission – LANTA, CCCT
 - D. LANTaVan & Accessibility Committee – Cordelia Miller
 6. Other Items
 - A. None
 7. Adjournment
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**LANTA Finance & Administration Committee
Agenda
December 7, 2021**

1. Call to Order
 2. Public Comment
 3. Review and Recommendation – Financial Statements October 2021, subject to audit
 4. Procurements
 - A. Recommendation for Approval – Contract Extension – Legal Services
 5. Actions
 - A. Recommendation for Approval – Mutual Cooperation Agreement between LANTA and Carbon County
 - B. Recommendation for Approval – Updated Grant/Contract Roles and Responsibilities Resolution
 6. Report on Initiatives
 - A. FY 2020-2021 Audits Draft Report Presentation
 7. Other Items
 8. Adjournment
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Lehigh and Northampton Transportation Authority

TO: Owen O'Neil, Executive Director and Authority Members
FROM: Nicole L. Ozoa, Director of Finance
DATE: December 6, 2021
SUBJECT: Unaudited October 2021 Financial Statement

Attached for your review are the unaudited financial statements for the period ended October 31, 2021, for LANtaBus, LANtaVan and Carbon Transit.

Items of Interest:

- The LANTA's Line of Credit Balance as of December 6th 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 21/22 are current. The balance in the ACT 44 checking account stands at \$10,374,562. The account is currently underfunded by approximately \$8.4M. In addition, approximately \$8.9M are either currently owed to LANTA from State Funds or can now be drawn down from Federal Grants:
 - State Shared Ride/PWD - \$173,050 (THRU 11/30/2021)
 - Lehigh County MATP - \$713,914 (THRU 11/30/2021)
 - Northampton County MATP - \$380,673 (THRU 11/30/2021)
 - Local Operating Assistance - \$1,163,784 (Fy22 Local Match)
 - Federal Capital Funding - \$5,641,760 (THRU 10/31/21)
 - State Capital Funding - \$920,100 (THRU 10/31/21)
- The balance in the CT general checking account stands at approximately \$44K. The balance in the CT's Act 44 checking account stands at \$1K. The account is currently underfunded by approximately \$135K. The line of credit balance stands at \$96,458. State ACT 89 funds due to CT for FY 21/22 are approximately \$22K. In addition, approximately \$259K are currently owed to CT from the following sources:
 - State Shared Ride/PWD - \$26,976 (THRU 11/30/2021)
 - Carbon County MATP - \$190,849 (THRU 11/30/2021)
 - Local Operating Assistance - \$41,945 (Fy22 Local Match)
- Fulton Financial ACT 72 Letter for period ended 10/31/2021 was received and all bank accounts are in compliance.
- 2020/2021 NTD data is currently being reviewed and questions are being answered as received.

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	\$377,695	\$1,367,164	\$1,765,966

The current health insurance participation census stands at 82 Employee Only; 75 Employee Plus 1; 35 Employee Plus 2; 28 Employee Plus 3 and 25 Employee Plus 4 or more.

LANTaVan Accounts Receivable Aged Invoice Report - October 31, 2021

	Total	Current	30 Days	60 Days	90 Days	120 Days +
Lehigh County MATP	\$ 610,558	\$ -	\$ 5,737	\$ 48,203	\$ 49,880	\$ 506,737
Northampton County MATP	\$ 312,161	\$ (34,412)	\$ 36,985	\$ 24,677	\$ 6,079	\$ 278,832
Other(PaDOT Shared Ride;PwD)	\$ 652,929	\$ 164,106	\$ 345,603	\$ 41,981	\$ 105,167	\$ (3,927)
Total AR October 31, 2021	\$ 1,575,648	\$ 129,694	\$ 388,325	\$ 114,861	\$ 161,127	\$ 781,642
	100%	8.23%	24.65%	7.29%	10.23%	49.61%
Total AR September 30, 2021	\$ 2,084,097	\$ 888,295	\$ 253,069	\$ 161,127	\$ 50,519	\$ 731,087
	100%	42.62%	12.14%	7.73%	2.42%	35.08%
AR Change	\$ (508,449)	\$ (758,601)	\$ 135,256	\$ (46,266)	\$ 110,608	\$ 50,555
	-24.40%	-85.40%	53.45%	-28.71%	218.94%	6.91%

Accounts Payable Aged Invoice Report -October 31, 2021

	Total	Current	30 Days	60 Days	90 Days	120 Days +
LANTaBus	\$ (81,988)	\$ 278,786	\$ 80,676	\$ 1,931	\$ -	\$ (443,381)
LANTaVan	\$ 546,639	\$ 513,752	\$ 10,068	\$ 12,318	\$ 5,874	\$ 4,626
CCCT	\$ 487,316	\$ 117,614	\$ 154,299	\$ 98,175	\$ 12,559	\$ 104,669

LANTaBus

Year-to-date revenues for the fixed route division totals \$562,625. This represents a 20.11 percent decrease from the current year budget projection of \$704,225. Fare collection revenue is currently running below budget projections by approximately \$90K, resulting in an 18.43 percent negative budget variance. The Other Revenue section, which includes Advertising Revenue is in line with current year budget projections as the budget was based on the guaranteed monthly amount. The Authority anticipates recognizing additional advertising revenue in January 2022, once the calendar year reconciliation is complete.

Year-to-date expenses for the fixed route division totals \$10,185,778. This represents a 1.87 percent decrease from the current year budget projection of \$10,379,558. For the current fiscal year period, Labor, Fringes Purchased Transportation, and Casualty and Liability Insurance continue as the top expense variables contributing to the budget variances. These categories, as well as all variables, will be continually monitored with further investigation occurring as required. Labor is the first expense variable area to be mentioned in detail and is continuing to run above budget. With the hiring of additional staff and the payment of overtime to ensure service needs are met due to absences amongst the driver pool, the 12.57 percent above budget variance is not unusual. The Fringe Benefits area is the second area of variance to be detailed. Health insurance is self-funded and LANTA budgets based on actuarial analysis for a worst-case scenario from our outside health insurance broker. YTD, the actual usage is below the anticipated scenario by approximately \$398K. The Authority expects this trend to continue through the remainder of the fiscal year. Purchased Transportation continues to operate above budget projections by approximately \$64k, a 9.40 percent increase above budget projections. This is due to the monthly recognition of the Carbon Transit Federal Subsidy Pass-through.

Lastly, the area of Casualty and Liability is the last area to be reviewed. Current year expense for both Physical Damage and Liability and Property Damage insurance is currently under budget by \$209K, which represents a 113.60 percent budget variance.

Year-to-date deficit recorded on the fixed route division totals \$9,623,153. This represents a 0.54 percent decrease from the current budget projection. Current total subsidies equal the deficit and include the following sources:

Federal Subsidy- ARPA - \$3,587,763
Federal Subsidy – All Other - \$1,708,795
State Subsidy - \$3,953,430
Local Subsidy - \$373,165

LANtaVan

Year-to-date revenues for LANtaVan totals \$2,476,421. This represents a 29.93 percent decrease from the current year budget projection of \$3,533,985. LANtaVan records and adjusts MATP revenue to reflect the cost of the program to maintain a conservative approach to revenue recognition. Currently, MATP revenue is approximately \$142K below budget projections. ADA and Lottery trips are showing significant increases in ridership. ADA is showing a 43.0 percent increase, while Lottery is showing a 34.0 percent increase over the prior period.

Year-to-date expenses for LANtaVan totals \$2,714,733. This represents a 21.47 percent decrease from the current year budget projection of \$3,456,962. Majority of the deviation resides in the Purchased Transportation area. The variance within the Purchased Transportation area continues to relate to decreased trips thus less expense billed from Easton Coach as well as the proper allocation of fueling expense of vehicles used for Carbon Transit. MATP pass through contracted service providers invoices, and in turn expense, are current for the period. Please remember, no revenues are booked for pass through trips until expense/cost is recorded thus no mismatch of revenue and expense. The net result is approximately a \$652K below budget variance for this area. The remaining expense variances are smaller in amount and will continue to be monitored and investigated as warranted.

Year-to-date deficit recorded on LANtaVan totals \$238,312.

Carbon Transit

Year-to-date revenues for Carbon Transit totals \$309,496. This represents a 23.86 percent increase from the current budget projection of \$249,885. Carbon Transit records and adjusts MATP revenue to reflect the cost of the program to maintain a conservative approach to revenue recognition. Currently, MATP revenue is approximately \$48K above budget. ADA and PWD trips are showing significant increases in ridership. ADA is showing a 39.0 percent increase, while PWD is showing an 85.0 percent increase over the prior period.

Year-to-date expenses for Carbon Transit totals \$510,355. This amount is 14.55 percent above the budget projection of \$455,543. The main deviation of approximately \$50K pertains to the Purchased Transportation area and relates to the proper recognition of fueling expense for the Carbon Transit fleet. Materials and Supplies is experiencing a 155.74 negative percent budget variance. This is a result of the purchase of additional ticket inventory. The amount of stock purchased is expected to sustain the inventory through the end of the fiscal year.

Year-to-date deficit recorded on Carbon Transit totals \$200,858. Current total subsidies include the following sources:

Federal Subsidy - \$93,412

State Subsidy – \$93,790

Local Subsidy - \$13,656

The unfunded YTD deficit equals \$0.

LANtaBus
Income Statement Summary
For the Period Ending October 31, 2021

	Fiscal Year 2022				YTD Budget Variance	
	PTD		YTD		Favorable (Unfavorable)	
	Actual	Budget	Actual	Budget	Amount	Percent
Revenue						
Passenger Fares	102,475	126,944	396,774	486,393	(89,619)	-18.43%
Special Transit Fares	-	-	-	52,500	(52,500)	-100.00%
Auxiliary Transportation Revenue	33,333	33,333	133,333	133,332	1	0.00%
NonTransportation Revenue	8,220	8,000	32,518	32,000	518	1.62%
Total Revenue	144,028	168,277	562,625	704,225	(141,600)	-20.11%
Expenses						
Labor	1,367,982	1,220,274	4,926,484	4,376,349	(550,135)	-12.57%
Fringe Benefits	738,905	827,294	2,922,028	3,345,131	423,103	12.65%
Total Labor and Fringe Benefits	2,106,887	2,047,568	7,848,513	7,721,480	(127,033)	-1.65%
Services	129,602	176,813	570,255	637,094	66,839	10.49%
Fuel	102,983	73,019	414,086	395,624	(18,462)	-4.67%
Tires & Tubes	8,714	6,149	37,239	38,209	970	2.54%
Materials & Supplies	84,726	87,532	327,521	445,132	117,611	26.42%
Utilities	58,296	42,135	205,129	179,182	(25,947)	-14.48%
Casualty & Liability	(5,291)	73,996	(25,045)	184,177	209,222	113.60%
Taxes	288	325	1,150	1,463	313	21.42%
Purchase of Transportation Service	164,042	209,174	748,018	683,718	(64,300)	-9.40%
Miscellaneous	12,647	13,944	33,536	64,300	30,764	47.84%
Interest	(108)	1,000	(108)	4,000	4,108	102.70%
Leases & Rentals	6,332	6,625	25,483	25,179	(304)	-1.21%
Total Expenses	2,669,116	2,738,280	10,185,778	10,379,558	193,780	1.87%
Gross Surplus (Deficit)	(2,525,089)	(2,570,003)	(9,623,153)	(9,675,333)	52,180	0.54%
Subsidy						
Local Subsidy	91,736	96,980	373,165	387,920	14,755	3.80%
State Subsidy	1,067,057	1,104,773	3,953,430	3,814,413	(139,017)	-3.64%
Federal Subsidy	381,673	516,393	1,708,795	2,065,572	356,777	17.27%
Federal Subsidy - ARPA	984,622	851,857	3,587,763	3,407,428	(180,335)	-5.29%
Total Subsidy	2,525,089	2,570,003	9,623,153	9,675,333	52,180	0.54%
Surplus (Deficit)	-	-	-	-	-	#DIV/0!

LANTaBus
Statement of Net Assets
October 31, 2021

CURRENT ASSETS

Cash	\$ (5,445,805)
Accounts Receivable	93,872
Interdivisional Receivable	2,836,373
Inventories	581,859
Prepaid Expenses	12,519,777
Grants Receivable	6,561,860
Total Current Assets	<u>17,147,936</u>

RESTRICTED ASSETS

Cash	<u>17,304,143</u>
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CAPITAL ASSETS

Capital Assets Not Being Depreciated	147,970
Capital Assets Being Depreciated - Net	46,375,049
Total Capital Assets	<u>46,523,019</u>

TOTAL ASSETS	<u><u>\$ 80,975,098</u></u>
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CURRENT LIABILITIES

Note Payable	\$ -
Loan Payable	180,255
Interdivisional Payable	-
Accounts Payable	798,799
Accrued Expenses:	-
Wages	1,623,366
Professional Fees	20,454
Other	426,645
Deferred Other Funding	25,378,480
Due To Commonwealth of PA	18,781,796
Deferred Local Grant Funding	(404,372)
Total Current Liabilities	<u>46,805,424</u>

NET ASSETS

Invested In Capital Assets	46,525,784
Unrestricted Equity	(12,439,110)
Restricted Equity	83,000
Total Net Assets	<u>34,169,674</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	<u><u>\$ 80,975,098</u></u>
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LANTA Van
Income Statement Summary
For the Period Ending October 2021

	Fiscal Year 2022				YTD Budget Variance	
	PTD		YTD		Favorable (Unfavorable)	
	Actual	Budget	Actual	Budget	Amount	Percent
Revenue						
Passenger Fares	56,057	52,473	268,118	211,549	56,569	26.74%
Non-Transportation Revenues	5,417	5,417	21,667	21,664	3	0.01%
Local Special Fare Assistance	161,462	272,765	671,846	1,163,682	(491,836)	-42.27%
State Special Fare Assistance	344,782	526,324	1,514,790	2,137,090	(622,300)	-29.12%
Total Revenue	567,718	856,979	2,476,421	3,533,985	(1,057,564)	-29.93%
Expenses						
Labor	29,056	65,257	218,737	261,031	42,294	16.20%
Fringe Benefits	30,621	59,384	190,301	237,537	47,236	19.89%
Total Labor and Fringe Benefits	59,677	124,641	409,038	498,568	89,530	17.96%
Services	6,461	6,687	26,192	27,758	1,566	5.64%
Fuel	-	-	-	-	-	0.00%
Tires & Tubes	-	-	-	-	-	0.00%
Materials & Supplies	4,103	2,337	22,271	19,005	(3,266)	-17.19%
Utilities	7,073	7,858	28,124	30,365	2,241	7.38%
Casualty & Liability	542	542	2,168	2,168	-	0.00%
Taxes	-	-	-	-	-	0.00%
Purchase of Transportation Service	560,237	693,912	2,185,166	2,837,608	652,442	22.99%
Miscellaneous	1,038	593	2,661	2,378	(283)	-11.89%
Interest	-	-	-	-	-	0.00%
Rent	9,778	9,778	39,114	39,112	(2)	0.00%
Total Expenses	648,910	846,348	2,714,733	3,456,962	742,229	21.47%
Gross Surplus (Deficit)	(81,191)	10,631	(238,312)	77,023	(315,335)	-409.40%
Subsidy						
Local Subsidy	-	-	-	-	-	-
State Subsidy	-	-	-	-	-	-
Federal Subsidy	-	-	-	-	-	-
Total Subsidy	-	-	-	-	-	-
Surplus (Deficit)	(81,191)	10,631	(238,312)	77,023	(315,335)	-409.40%

LANTaVan
Statement of Net Assets
October 31, 2021

CURRENT ASSETS

Cash	\$	(3,795)
Accounts Receivable		126,921
Interdivisional Receivable		-
Inventories		
Prepaid Expenses		100,706
Grants Receivable		1,798,079
Total Current Assets		<u>2,021,910</u>

TOTAL ASSETS	\$	<u>2,021,910</u>
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CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		2,836,373
Accounts Payable		543,843
Accrued Expenses:		489,782
Deferred Revenue		(43,697)
Total Current Liabilities		<u>3,826,301</u>

NET ASSETS

Unrestricted Equity		(1,804,390)
Restricted Equity		-
Total Net Assets		<u>(1,804,390)</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>2,021,910</u>
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Carbon County Community Transportation
Income Statement Summary
For the Period Ending October 31, 2021

	Fiscal Year 2022				YTD Budget Variance	
	PTD		YTD		Favorable (UnFavorable)	Percent
	Actual	Budget	Actual	Budget	Amount	
Revenue						
Passenger Fares	2,215	1,715	11,248	7,525	3,723	49.47%
Non-Transportation Revenues	1	-	7	-	7	#DIV/0!
Local Special Fare Assistance	2,173	1,850	7,977	6,901	1,076	15.59%
State Reimbursements	26,976	24,013	103,324	96,392	6,932	7.19%
State Special Fare Assistance	49,220	34,452	186,941	139,067	47,874	34.43%
Total Revenue	80,584	62,030	309,496	249,885	59,611	23.86%
Expenses						
Labor	-	-	-	-	-	0.00%
Fringe Benefits	-	-	-	-	-	0.00%
Total Labor and Fringe Benefits	-	-	-	-	-	0.00%
Services	21,921	11,860	56,765	47,440	(9,325)	-19.66%
Fuel	-	-	-	-	-	0.00%
Tires & Tubes	-	-	-	-	-	0.00%
Materials & Supplies	304	1,477	10,715	4,190	(6,525)	-155.74%
Utilities	1,802	1,457	7,242	6,099	(1,143)	-18.74%
Casualty & Liability	-	-	-	-	-	0.00%
Taxes	-	-	-	-	-	0.00%
Purchase of Transportation Service	110,689	105,117	433,601	384,070	(49,531)	-12.90%
Miscellaneous	75	311	302	1,244	942	75.73%
Interest	(167)	625	1,730	2,500	770	30.80%
Leases & Rentals	-	-	-	-	-	0.00%
Total Expenses	134,623	120,847	510,355	445,543	(64,812)	-14.55%
Gross Surplus (Deficit)	(54,039)	(58,817)	(200,858)	(195,658)	(5,200)	-2.66%
Subsidy						
Local Subsidy	3,414	3,414	13,656	13,656	-	0.00%
State Subsidy	23,606	27,702	93,790	91,001	(2,789)	-3.07%
Federal Subsidy	27,019	27,701	93,412	91,001	(2,411)	-2.65%
Total Subsidy	54,039	58,817	200,858	195,658	(5,200)	-2.66%
Surplus (Deficit)	-	-	-	-	-	#DIV/0!

Carbon County Community Transportation
Statement of Net Assets
October 31, 2021

CURRENT ASSETS

Cash	\$	23,544
Accounts Receivable		3,887
Due from LANTA - FOA		279,163
Due From Carbon County		13,656
Prepaid Expenses		726
Grants Receivable		262,864
Total Current Assets		<u>583,840</u>

TOTAL ASSETS	\$	<u>583,840</u>
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CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		65,000
Interdivisional Payable		99,988
Due to the Commonwealth		136,988
Accounts Payable		487,322
Accrued Expenses		110,433
Deferred Revenue		2,798
Total Current Liabilities		<u>902,529</u>

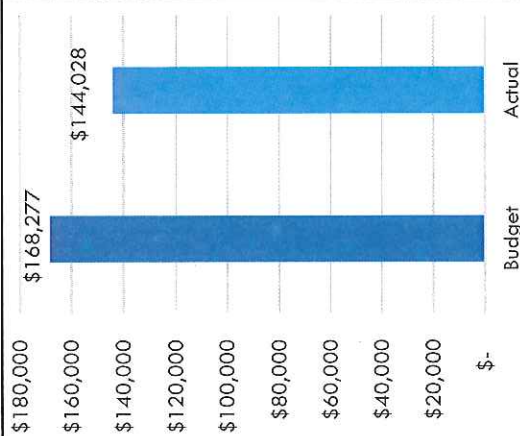
NET ASSETS

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

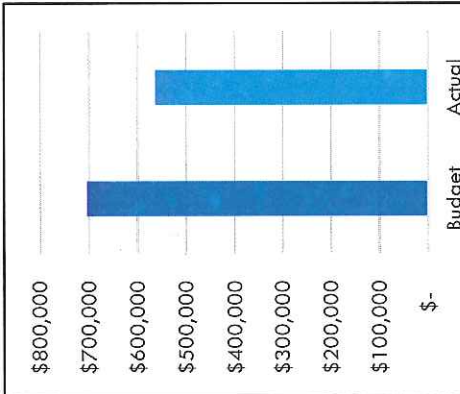
TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>583,840</u>
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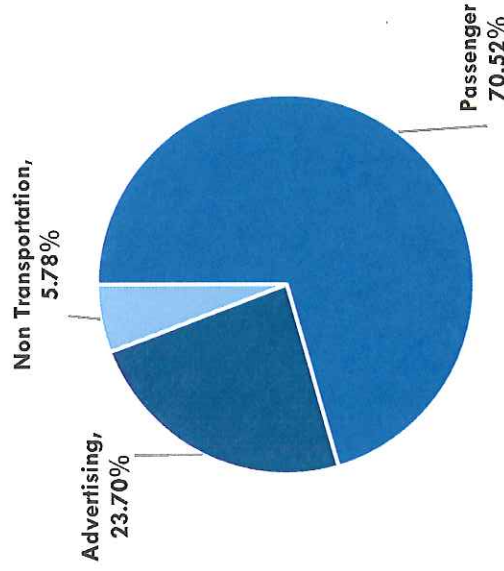
Total Revenues – Oct 2021



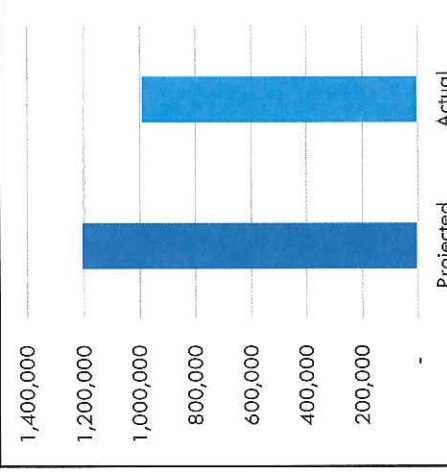
FYTD Revenues
Budget \$704,225
Actual \$562,625
Variance \$(141,600), -20.11%



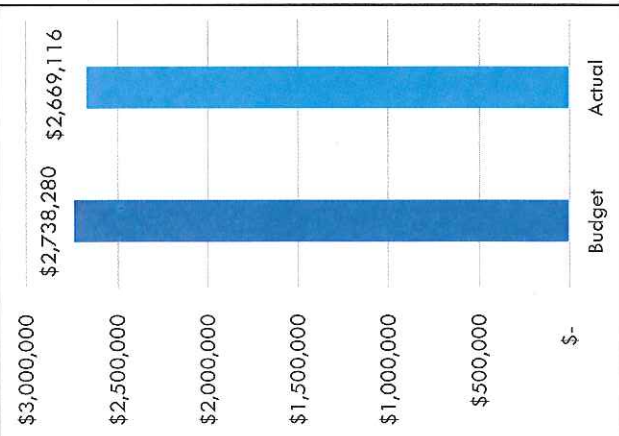
Revenues By Source



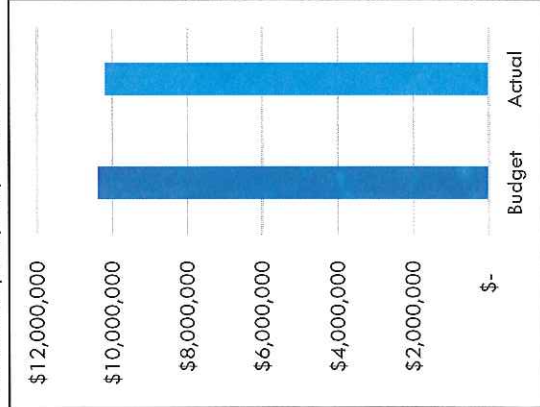
FYTD Ridership
Projected 1,204,775
Actual 989,780
Variance (214,995), -17.85%



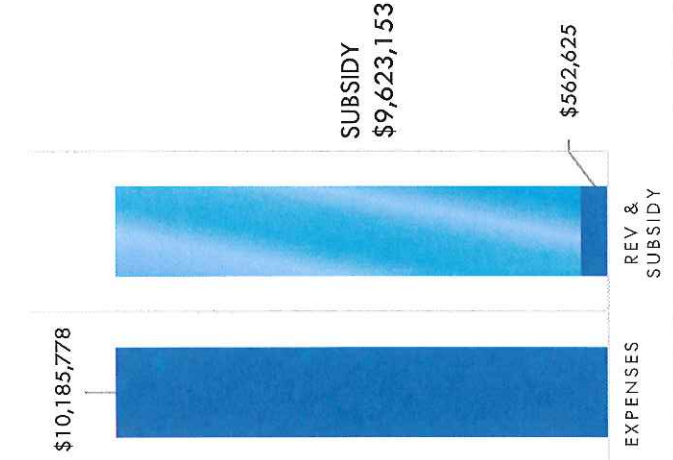
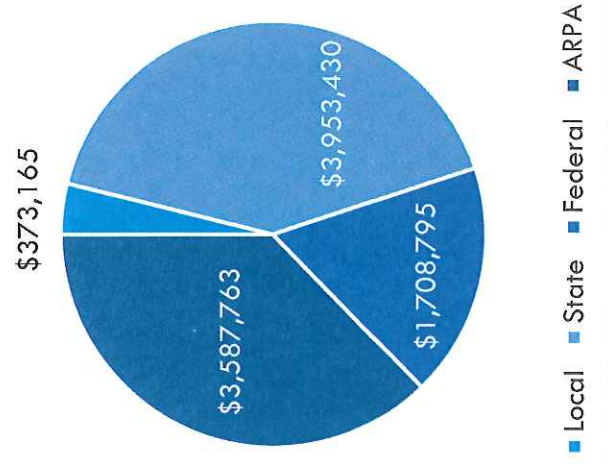
Total Expenses – Oct 2021

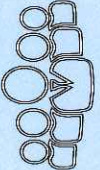





FYTD Expenses
Budget \$10,379,558
Actual \$10,185,778
Variance \$193,780, +1.87%



Subsidy by Source



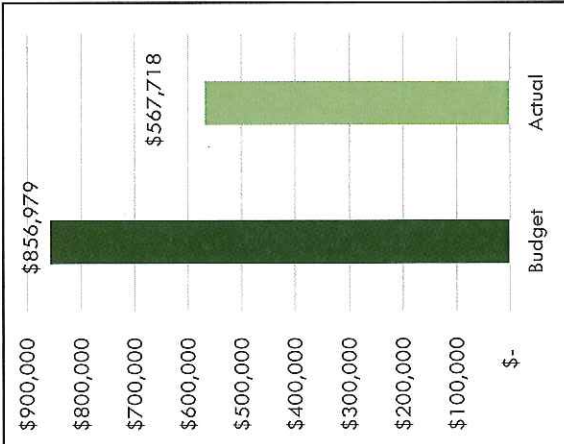
Key Areas	Notations
 Labor	<p>Labor Expense is ABOVE budget by \$550K, a 12.57% increase from current budget projections.</p> <p>Due in part to payment of significant overtime to bus operators and hiring of additional staff.</p> <p>LB anticipates this trend to continue for the foreseeable future due to the increase in COVID related absences.</p>
 Purchased Transportation	<p>Purchased Transportation is ABOVE budget by \$64K, a 9.40% increase from current budget projections.</p> <p>The P/T expense line includes the monthly Federal pass-through amount for Carbon Transit Operations.</p> <p>Historically, the entry for the pass-through of funds was completed annually at yearend and done to pay down the debt owed to LANTA by Carbon Transit.</p>
 Health Insurance	<p>Health Insurance costs are BELOW budget by \$398K, a 22.58% decrease from current budget projections.</p> <p>This is due in part to a decrease in paid claims.</p> <p>LB anticipates the health insurance costs to continue below budget as the budget represents a worst-case scenario and actual costs are net of applicable credits and rebates.</p>
 Subsidy	<p>Current fiscal year TOTAL subsidy is \$9,623,153, a 0.54% decrease from current budget projections.</p> <p>Due to decreased costs and available Federal ARPA funds, ACT 44 reserves will continue to increase.</p> <p>LB anticipates FYE ACT 44 reserves to be in excess of \$19M.</p>

GFI Revenue Analysis – November 30, 2021

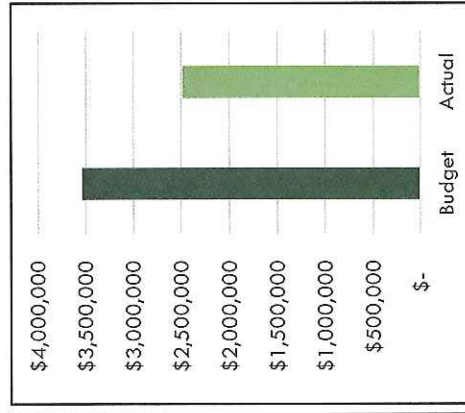
Location	GFI Amount	Actually Counted	Difference	%
Allentown	\$288,132	\$287,486	(\$646)	-0.22%
Easton	\$ 73,652	\$ 73,065	(\$516)	-0.70%
System Overall	\$361,784	\$360,551	(\$1,233)	-0.34%



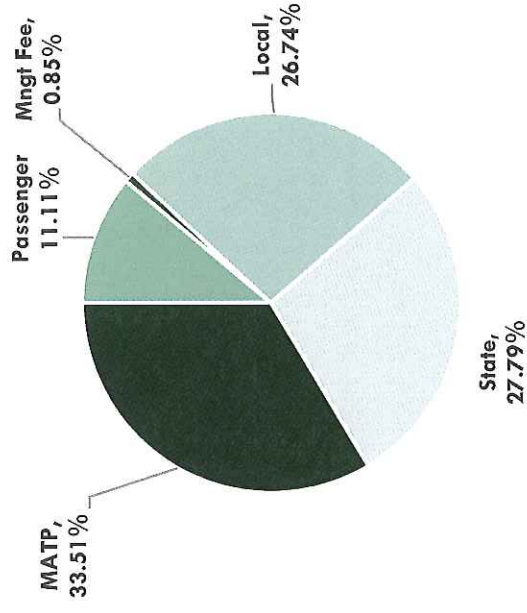
Total Revenues – Oct 2021



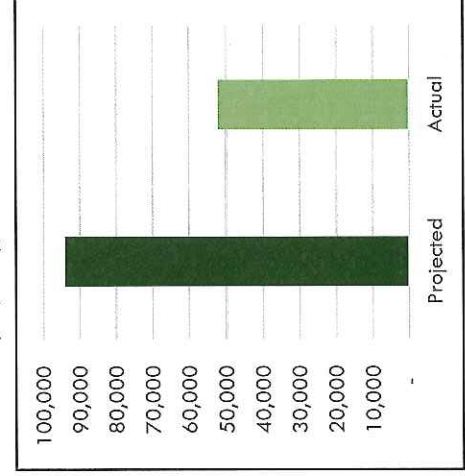
FYTD Revenues
Budget \$3,533,985
Actual \$2,476,421
Variance \$(1,057,564), -29.93%



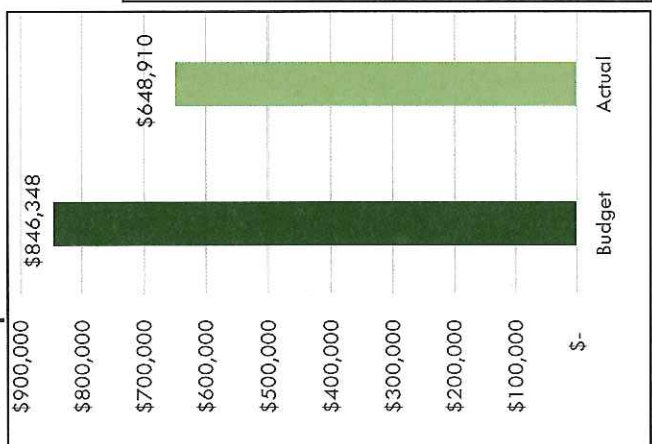
Revenues By Source



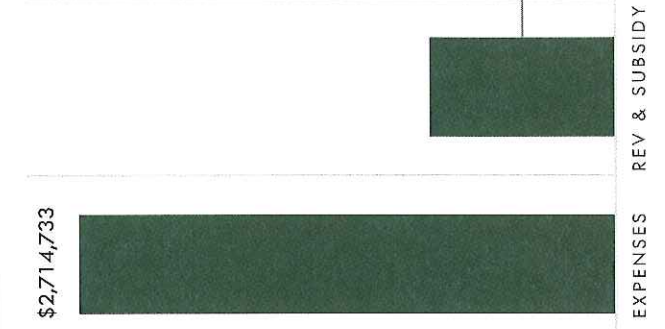
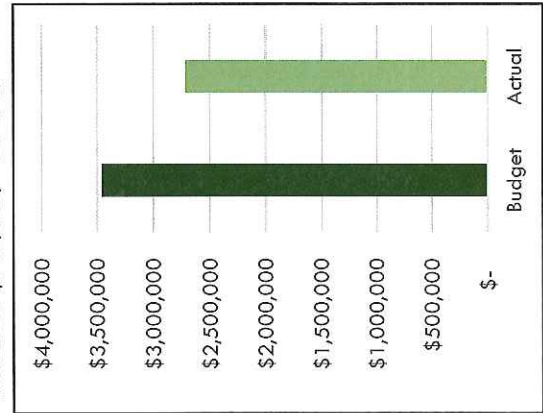
FYTD Ridership
Projected 93,961
Actual 52,112
Variance (41,849), -44.54%



Total Expenses – Oct 2021







FYTD Expenses
Budget \$3,456,962
Actual \$2,714,733
Variance \$742,229, +21.47%



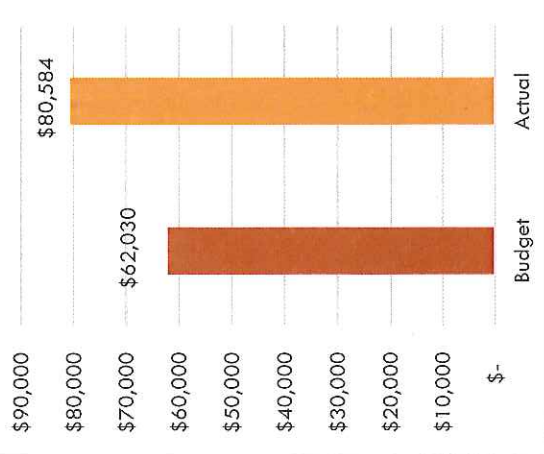
Subsidy by Source



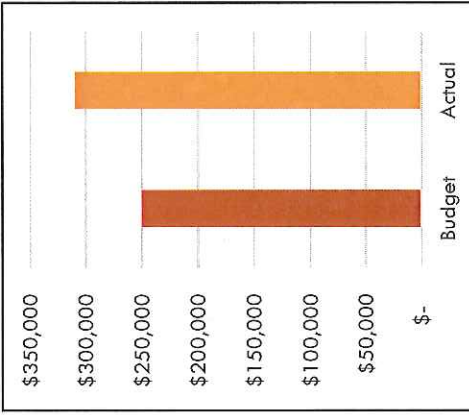
Key Areas	Notations
 Materials & Supplies	Materials and Supplies is ABOVE budget by approximately \$3K, a 17.19% increase from the current year budget projections.
	Due to the purchase of ticket stock and printing of office forms.
	LV does not anticipate needing to purchase any additional ticket inventory for FY2021.
 Purchased Transportation	Purchased Transportation is BELOW budget by \$652K, a 22.99% decrease from the current year budget projections.
	Purchased Transportation continues below budget due to decreased ridership levels and the proper allocation of fuel costs for Carbon Transit.
	LV anticipates the Purchased Transportation expense area will remain below budget through fiscal year end.
 Utilities	Utilities are BELOW budget by \$2K.
	This is due in part to the new Rider Resources Center opening as of July 1 as well as a more appropriate allocation method of costs between the fixed route and paratransit divisions.
	LV anticipates utilities to continue in line with budget projections as the fiscal year progresses.
 Subsidy	YTD DEFICIT is \$238,312.
	The Authority is currently exploring other funding options to assist in eliminating any future deficits.
	YTD unfunded DEFICIT is \$238,312.



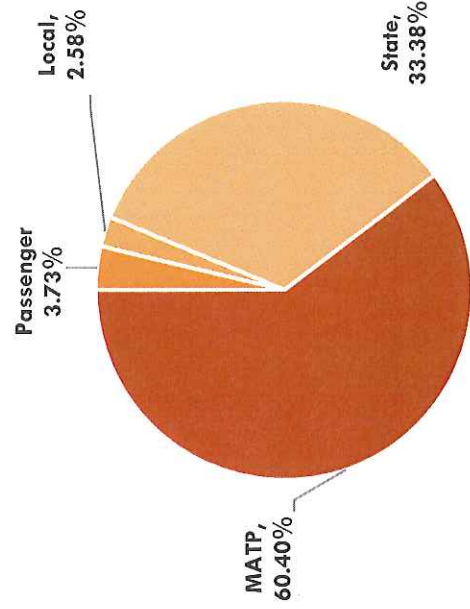
Total Revenues – Oct 2021



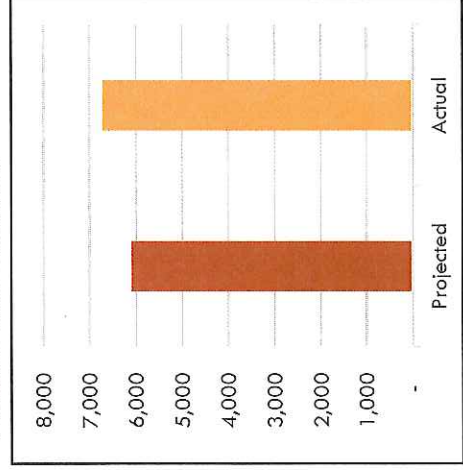
FYTD Revenues
Budget \$249,885
Actual \$309,496
Variance \$59,611, +23.86%



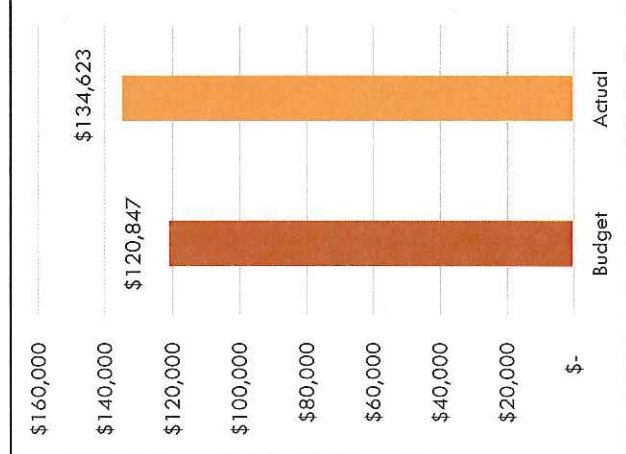
Revenues By Source



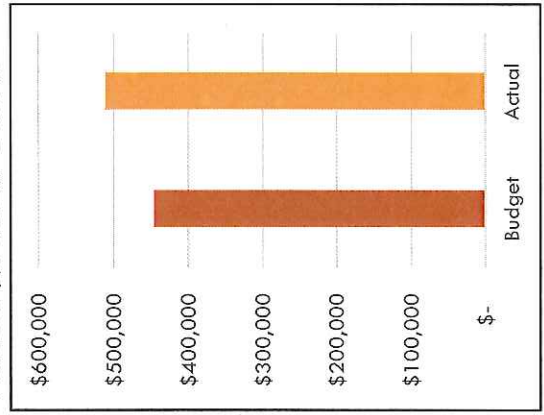
FYTD Ridership
Projected 6,092
Actual 6,708
Variance 616, +10.11%



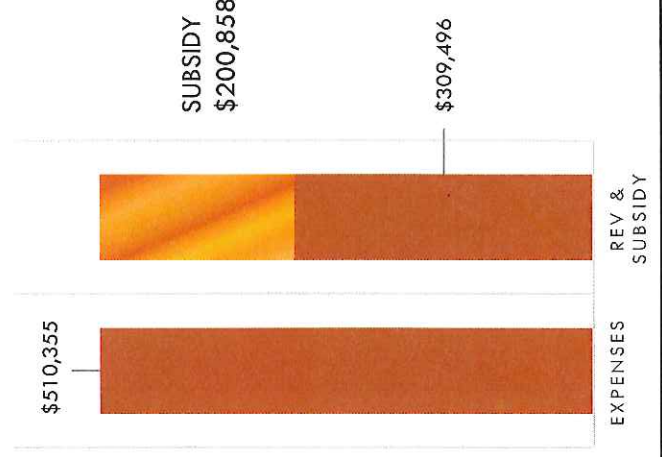
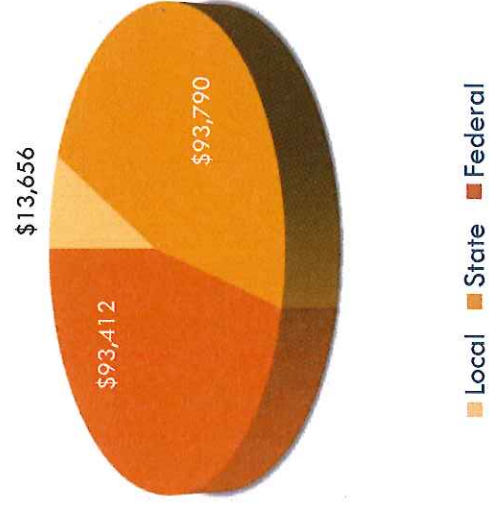
Total Expenses – Oct 2021







FYTD Expenses
Budget \$445,543
Actual \$510,355
Variance \$(64,812), -14.55%



Subsidy by Source



Key Areas	Notations
 Utilities	<p>Utilities Expense is ABOVE budget by \$1K, an 18.74% increase from current budget projections.</p> <p>Due to proper allocation of internet costs associated with the Ecolane tablets for Carbon Transit.</p> <p>CT anticipates this trend to continue as staff continues to be diligent with the proper expense allocations.</p>
 Purchased Transportation	<p>Purchased Transportation is ABOVE budget by \$49K, a 12.90% increase from current year budget projections.</p> <p>This is due to the proper allocation of fuel costs for the Carbon division.</p> <p>CT anticipates the P/T expense area to remain above budget due to the fuel cost allocation.</p>
 Materials	<p>Materials and Supplies are ABOVE budget by approximately \$7K.</p> <p>This is due to the purchase of additional ticket stock.</p> <p>CT anticipates materials and supplies to be in line with budget projections as the year progresses.</p>
 Subsidy	<p>Total subsidy is ABOVE CY projections. Current YTD DEFICIT is \$200,858.</p> <p>YTD, CT used \$1,903 of prior year ACT 44 reserves to subsidize its operations.</p> <p>Current year budget projections anticipate CT utilizing all FY22 Act 44 funding .</p>

**RECOMMENDATION OF APPROVAL
ONE-YEAR EXTENSION OF LEGAL SERVICES CONTRACTS**

Relevant Elements

- Extend for a period of one-year the Legal Services contracts with King Spry for Solicitor and Labor legal services and for Summers Nagy for Public Transportation and Labor legal services.
- Both firms have agreed to keep their current rates in effect for the one-year extension.
- Analysis showed that rates are comparable to that paid by other PA transit systems for similar services.
- Contract extensions would be for a term of January 1, 2022 through December 31, 2022.

**RECOMMENDATION OF APPROVAL
MUTUAL COOPERATION AGREEMENT BETWEEN
LANTA AND CARBON COUNTY**

Relevant Elements

- Act 89 allows for the creation of Mutual Cooperation Agreements between public agencies to share services/expertise without the need for procurement.
- Agreement is significantly the same as the current Administrative Services Agreement.
- Agreement does not expire unless one party initiates termination clause.
- LANTA assumes ownership of vehicles.
- CCCT (Carbon Transit) would continue as an operating division within LANTA.
- Same structure as has been used in other locations in Pennsylvania.
- Reviewed by Solicitor, SAFTI counsel, and public transportation attorney.
- Recommended by PennDOT as part of Management Performance Review.

Benefits

- Allows for consolidation of PennDOT operating and capital grants, reducing administrative requirements.
- Consolidation of operating assistance grant will assist with cash flow of Carbon system.
- Allows for consolidation of federal National Transit Database reporting, reducing administrative requirements.
- Allows for consolidation of federally required documents and reports such as National Transit Database, DBE, EEO, Safety Plan.

MUTUAL COOPERATION AGREEMENT

THIS MUTUAL COOPERATION AGREEMENT made this day _____ of _____, 2021, by and between the COUNTY OF CARBON, a Sixth Class County organized under the laws of the Commonwealth of Pennsylvania with its principal offices located in the Court House Annex, Jim Thorpe, Pennsylvania, (hereinafter referred to as "COUNTY"), and the LEHIGH AND NORTHAMPTON TRANSPORTATION AUTHORITY, a municipal authority organized under the Municipal Authorities Act of 1945, with its principal offices located at 1060 Lehigh Street, Allentown, Lehigh County, Pennsylvania, (hereinafter referred to as "LANTA");

;

W I T N E S S E T H

WHEREAS, the COUNTY has entered into grant agreements with the Commonwealth of Pennsylvania, Department of Transportation, providing for public transportation grants and assistance to the COUNTY; and

WHEREAS, pursuant to such grant agreements, the Carbon County Board of Commissioners have committed to the establishment and maintenance of a public transportation system consisting of an integrated para-transit service and fixed-route service; and

WHEREAS, LANTA is a municipal authority engaged in the activity of providing public transportation services within the Counties of Lehigh and Northampton, including publicly advertised transportation by vehicles operating in accordance with published schedules on fixed routes, and in a door-to-door fashion in support of or as an extension of these fixed routes, financed by established fares charged to passengers and subsidized by federal, state and local public funds; and

WHEREAS, the COUNTY has determined that LANTA, as a municipal authority, possesses the specialized, professional skills necessary to fulfill the responsibilities of the COUNTY; and

WHEREAS, the Counties of Lehigh and Northampton have authorized LANTA to contract with the COUNTY to provide an effective and efficient public transportation system; and

WHEREAS, LANTA has the expertise to operate and manage the COUNTY'S public transportation system and to continue and expand the COUNTY'S public transportation system in an integrated and efficient manner so as to provide public transportation to the extent needed and feasible for the benefit of the COUNTY and the entire Lehigh valley region.

WHEREAS, the Commonwealth of Pennsylvania's transportation funding legislation, Act 89 of 2013, encourages the creation of mutual cooperation agreements between local governments and public transportation providers to create efficiencies and utilize existing expertise.

NOW THEREFORE, intending to be legally bound, the parties hereto agree as follows:

1. COUNTY Commitments

- (a) COUNTY agrees to pay the local share required under the terms of any federal and state grants to which the COUNTY is a party relating to the operation of the public transportation system in the COUNTY, provided the said grant application has been approved by the COUNTY.
- (b) COUNTY agrees to join in all applications prepared by LANTA for all federal and state grants for the operation of the public transportation system in the COUNTY when required, so long as permitted by all federal, state and local laws, rules and regulations.
- (c) COUNTY shall cause all obligations arising out of the operation of the public transportation system to be paid in full in accordance with the budget approved in the manner set forth in Paragraph 10 of this Agreement for the operation of the public transportation system or the budget as amended for the operation of the public transportation system.
- (d) COUNTY agrees that LANTA shall have no responsibilities of any kind to make payment of any existing debt or other obligations with respect to the operation of the public transportation system in the COUNTY, which may have been, accrued prior to the initiation of LANTA operations.

2. LANTA Commitments.

- (a) LANTA agrees to operate, manage and, to the extent needed and feasible, when approved by the County Commissioners, expand the public transportation services throughout Carbon County, Pennsylvania. It is agreed that all service changes shall be recommended by LANTA and approved by COUNTY only after notice of the recommended changes have been advertised in a newspaper of general circulation in Carbon County or approved at a public hearing in accordance with federal, state and local rules, laws and regulations.
- (b) As the designated service provider for the COUNTY under this Agreement, subject to the terms and conditions of this Agreement, LANTA will use its best efforts in good faith to manage the public transportation services in a manner that will continue and, to the extent needed and feasible, when approved by the County Commissioners, expand public transportation throughout Carbon County, Pennsylvania.
- (c) LANTA will use its best efforts in good faith to operate public transportation services in an integrated fashion so as to most efficiently serve those persons needing such services throughout Carbon County, Pennsylvania.

3. LANTA Services.

LANTA, in keeping with the policies and procedures established by the LANTA shall furnish to the COUNTY services required for the operation of a public transportation system in the COUNTY in a satisfactory and proper manner, subject to approval by the COUNTY Commissioners, as follows:

(a) Design a coordinated paratransit transportation system. Oversee the operation and daily administration of shared-ride paratransit transportation service, monitoring and preparation of related grant applications and documentation.

(b) Design an inter-community fixed-route transit service, daily administration of the fixed-route system and preparation of the operating assistance grant applications and related documentation.

(c) LANTA will be authorized to determine service levels to support the continuance of service and to meet the needs within the communities in the County. All major service changes will be planned and communicated in conjunction with the County.

(d) Prepare Capital Procurement grant applications. Administer that program in compliance with all Federal, State and Local requirements, and further subject to COUNTY approval. LANTA shall utilize its self-certification procurement process on behalf of the COUNTY.

(e) Provide all management and operational services, including but not limited to vehicle operation, schedule preparation, maintenance, labor relations, accounting, data collection, employee selection, training and discipline, marketing, public relations, risk management, insurance procurement and maintenance, claims adjusting, process and procurement of goods and services, and any other management services necessary for the operation of a public transportation system.

(f) Oversee all of the administrative components of the COUNTY's public transportation system, including: staffing, application, preparation, budgeting, accounting, bidding preparation, project design and construction, report preparation, program modifications and grant closeouts, subject to COUNTY review and approval.

(g) Prepare grant applications and project modifications.

(h) Schedule and attend public hearings required for applications and program modifications with the COUNTY.

(i) Attend such meetings concerning the Transportation Improvement Program as are required.

(j) Administer the program in compliance with Federal, State and Local requirements.

(k) Adhere to the Single Audit Act of 1984 as amended, OMB Circular A-133 Audits of States, Local Governments and Non-Profit Organizations, and other specific Federal and State circulars, policies and regulations.

(l) Maintain specific records for the purpose of audit and/or reimbursement and supply on request any and all information and documentation which is requested by the COUNTY relative to the public transportation system.

(m) Coordinate all aspects of the program with COUNTY liaison representative(s).

(n) Adherence to Transportation Act. LANTA agrees in the performance of its obligations hereunder to abide by the terms and conditions of any federal and/or state grant agreement entered into by the COUNTY.

(o) Be the sole employer of any employee working for LANTA and performing services under the purview of this Agreement as set forth in Paragraph 9 herein.

4. Revenues.

(a) LANTA shall be the direct recipient of Federal Transit Administration and Pennsylvania Department of Transportation public transportation grants as related to the delivery and maintenance of transit service in the County based upon the COUNTY's fulfillment of local match obligations.

(b) The County reserves the right to offset fares with non-transportation grant funds.

(c) Both parties recognize that LANTA can charge the various grant programs costs incurred for premium services which are defined as those services for transportation outside of the normal fixed route and paratransit shared ride services, and the out-of-pocket costs for maintenance to vehicles provided by LANTA for the operation of public transportation service for the County.

5. Term.

The operating portion of this agreement shall begin on January 1, 2022 and shall remain in effect unless and until one or both parties initiate the termination of the agreement as set forth in Section 18 of this Agreement.

6. Ownership of Property.

All vehicles currently owned by the COUNTY utilized to perform the COUNTY's public transportation services prior to the effective date of this agreement shall become the sole property of LANTA. All vehicles purchased and/or possessed by LANTA on the COUNTY'S behalf to perform the COUNTY'S public transportation services prior to the effective date of this Agreement shall become the sole property of LANTA. All vehicles hereinafter acquired by LANTA to perform the COUNTY's public transportation services shall be the sole property of LANTA. All personal property purchased on the COUNTY's behalf by LANTA to perform the COUNTY's public transportation services prior to the effective date of this agreement shall become the sole property of LANTA. All personal property hereinafter acquired by LANTA to perform the COUNTY's public transportation services shall be the sole property of LANTA. On the day of LANTA's assumption of responsibility for operating the public transportation system, an inventory of all COUNTY capital assets shall be conducted so that there is a clear written record of the specific property owned by the COUNTY and the condition of said property.

7. Property and Facilities to be Provided.

(a) COUNTY shall furnish to LANTA for the operation of public transportation services such personal property of the COUNTY now or hereafter owned by or leased to the COUNTY and used in conjunction with its public transportation system, including but not limited to passenger vehicles and related vehicles and equipment.

(b) In performance of its management and administrative duties under this Agreement, LANTA shall be responsible for arranging at the COUNTY'S expense for all facilities and office space, equipment, facilities, and other real or personal property provided or supplied by the COUNTY or purchased on the COUNTY'S behalf for the operation of public transportation services. Any such expenses shall be within the budget prepared by LANTA and approved by the Carbon County Commissioners for the operation of the COUNTY's public transportation system.

8. Employees.

All persons employed in providing management and administrative functions, and other employees (e.g. dispatchers, schedulers, operators, mechanics, etc.) required to operate the public transportation system shall be employees of LANTA. LANTA shall have the right to competitively bid for the services of dispatchers, schedulers, drivers, mechanics and other employees required to operate the public transportation system, and award this work, if appropriate, to an independent contractor or contractors. The cost of all employees other than LANTA'S management and administrative employees shall be an operational cost either reimbursed under grant agreements, through fares, or paid by the COUNTY provided such operational cost is within the budget prepared by LANTA and approved by the Carbon County Commissioners.

9. Budgets. Operating Plans and Records.

(a) Prior to the beginning of each year of this Agreement, LANTA shall present to the COUNTY for its review and approval a proposed budget for public transportation services during such fiscal year setting forth in such detail as the COUNTY shall require all items of income and revenue including the sources thereof and all items of expense. LANTA will meet with the COUNTY'S board from time to time following the presentation of such budget to explain, review and if necessary, revise it in keeping with the COUNTY'S direction. Prior to the beginning of such fiscal year, the COUNTY will adopt and approve a budget for the COUNTY's public transportation system. Anything to the contrary notwithstanding contained in this Agreement, the COUNTY shall not be responsible for the payment of any costs or expenses not included within the budget for the COUNTY's public transportation system, approved by the Carbon County Commissioners, including any revisions of the budget approved by the County Commissioners. In the event required by the COUNTY, LANTA will provide calendar year budget estimates prior to November first of each calendar year.

(b) LANTA shall permit the authorized representatives of the COUNTY to inspect and audit all data and records of LANTA relating to its performance under this Agreement. To the extent that state or federal funds are involved, the right to inspect and audit shall extend to authorized representatives of the United States, and appropriate officials of the Commonwealth of Pennsylvania.

(c) Both parties recognize that service provisions must be within the requirements of Federal, State and local laws, ordinances and regulations.

10. Purchasing. LANTA will notify the COUNTY from time to time concerning the types and amounts of materials, services, supplies and equipment, including buses and other transit equipment, needed in the operation of the COUNTY'S public transportation system.

11. Financial Records. LANTA will keep and maintain books and records reflecting the operation of the COUNTY'S public transportation services in conformity with the requirements of the COUNTY and the various funding sources and will render and certify to the COUNTY and federal or state agencies such full and complete monthly operating reports and financial statements as the COUNTY or federal and state agencies may require. LANTA will prepare all reports, financial projects and recommendations required by the COUNTY or by federal or state agencies. The responsibility for the maintenance of all records of the COUNTY public transportation system prior to the initiation of LANTA operations shall be that of the COUNTY.

12. Insurance.

- (a) LANTA shall maintain the following levels of insurance during the term of this agreement:
- i. Worker's Compensation and Employer's Liability Insurance as required by Pennsylvania law.
 - ii. Commercial General Liability Insurance in the minimum amount of \$1,000,000 per occurrence for bodily injury including death and property damage, \$2,000,000 in the aggregate. The provisions of the Political Subdivision Tort Claims Act shall be applicable where appropriate to LANTA's obligations under this paragraph.
 - iii. Automobile Liability Insurance in the minimum amount of \$500,000 per person, \$1,000,000 per accident for bodily injury and property damage insurance in the minimum amount of \$500,000 per accident.

LANTA shall provide written proof of the above insurance to the satisfaction of the COUNTY. The COUNTY shall be named as additional insured on LANTA's general insurance policies and such coverage shall be primary and non-contributory.

(b) The cost of all insurances relating to the operation of the COUNTY's public transportation system, such as worker's compensation insurance for dispatchers, schedulers, operators and mechanics; vehicle insurance; and general liability insurance shall be a cost of operation of the public transportation system and paid from the funding sources set forth in Paragraph 1.

(c) LANTA will notify the COUNTY of any cancellation, termination or expiration of its insurance.

(d) LANTA may self-insure any of the above noted insurance coverages so long as

LANTA can provide evidence to the COUNTY of a properly funded, administered self-insurance program which must be approved by the Board of Commissioners of the COUNTY, said approval not to be unreasonably withheld.

13. Relationship of the Parties.

LANTA is an independent party. Except as otherwise specifically provided in this Agreement, it shall have the right to hire, supervise and discharge its employees and determine their compensation. LANTA shall be solely responsible for compensating its employees, including compliance with Social Security requirements, withholding and other related matters.

14. Personal Liability.

No officer, director or employee of LANTA or COUNTY shall be personally liable for the performance of the terms of this Agreement.

15. Conflicts of Interests.

(a) LANTA covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in the properties or matters reviewed under this Agreement or any other interest which would conflict in any manner or degree with the performance of its duties hereunder. LANTA further covenants that in the performance of this Agreement, it will not employ any person having any such interest.

(b) No member of the governing body of the COUNTY or LANTA and no other officer, employee, or agent of the COUNTY or LANTA who exercises any functions or responsibilities in connection with the carrying out of the Agreement shall have any personal interest, direct or indirect, in this Agreement.

(c) No member of the governing body of the locality in which the COUNTY is situated and no other public official of such locality who exercises any functions or responsibilities in the review or approval of or the carrying out of this Agreement shall have any personal interest, direct or indirect, in this Agreement.

(d) No member of or Delegate to the Congress of the United States shall be admitted to any share of part of this Agreement or to any benefit to arise here from.

16. Anti-Discrimination Policy.

(a) In connection with the carrying out of this Agreement, LANTA shall not discriminate against any employees or applicants for employment because of race, creed, color, sex, age, handicap, or national origin. LANTA will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, creed, color, sex, age, handicap or national origin. Such action shall include, but not be limited to the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or

termination, rate of pay, other forms of compensation; and selection of training including apprenticeship. The applicable provisions of the Presidential Executive Order 11375 relating to Equal Employment Opportunity is incorporated by reference herein, so long as said Order remains in effect.

(b) LANTA will cooperate with the COUNTY in meeting commitments and goals with regard to the maximum utilization of disadvantaged business enterprises and will use its best efforts to insure that disadvantaged business enterprises shall have the maximum practicable opportunity to compete for subcontract work under any contract

(c) COUNTY agrees that, in the event LANTA is charged with or sued for any alleged discriminatory practices, if such alleged practices are judicially determined to have occurred at the sole direction of the COUNTY or were done according to the express policies of the COUNTY, or were done according to the express written policies of the COUNTY, the COUNTY will indemnify LANTA against any liability or expenses involved in the defense of such claims or lawsuits.

17. Indemnification.

(a) LANTA agrees to indemnify, defend and hold harmless the COUNTY against any and all claims, losses, damages or liabilities, joint and several, to which the COUNTY may become subject, insofar as such losses, claims, damages or liabilities, (or actions in respect thereof) arise out of LANTA's management and administrative services under this Agreement or LANTA's operation of the COUNTY's public transportation system or are based upon any other alleged act or omission in connection with LANTA's administration, management and operation of the COUNTY's public transportation system unless the losses, damages or liabilities arise from LANTA following express written directions or policies of the COUNTY. In particular, LANTA releases the COUNTY from, agrees that the COUNTY shall not be liable, and indemnifies the COUNTY against all liabilities, claims, costs and expenses imposed upon, incurred or asserted against the COUNTY on account of:

- (i) Any loss or damage to property or injury to or death of or loss by any person that may be occasioned by any cause whatsoever pertaining to the maintenance and use of vehicles or the operation of the COUNTY public transportation system;
- (ii) A breach or default on the part of LANTA in the performance of any covenant or agreement of LANTA under this Agreement, or any related document, or arising from any act or failure to act by LANTA, or any of its agents, contractors, servants, employees or licensees;
- (iii) The performance of any covenant of LANTA;
- (iv) Any alleged discriminatory practices, unless such alleged practices are judicially determined to have occurred at the sole direction of the COUNTY or were done according to express written policies of the COUNTY.

(b) In case any action or proceedings brought against the COUNTY, in respect of which indemnity may be sought hereunder, the COUNTY shall promptly give notice of that action or proceeding to LANTA, and LANTA upon receipt of that notice shall have the obligation and the right to assume the defense of the action or proceeding; provided, that failure by the COUNTY to give notice shall not relieve LANTA from any of its obligations under this Section unless that failure prejudices the defense of the action or proceeding by LANTA. At its own expense, the COUNTY may employ separate counsel and participate in the defense. LANTA shall not be liable for any settlement made without its consent.

(c) Any provision herein or elsewhere to the contrary notwithstanding, this section of the Agreement shall survive the termination of this Agreement.

(d) To the extent of the COUNTY's applicable insurance coverage, the COUNTY agrees to indemnify, defend and hold harmless the COUNTY against any and all claims, losses, damages or liabilities, joint and several, to which the COUNTY may become subject, insofar as such losses, damages or liabilities arise from LANTA following express written directions or policies of the COUNTY.

18. Default; Termination.

(a) In the event either party should breach this Agreement, the non-breaching party shall give the breaching party written notice of such breach setting forth the facts of the breach in reasonable detail. In the event the breaching party fails to cure the breach within thirty (30) days from receipt of such notice, the non-breaching party shall have the right to terminate this Agreement by giving written notice of such termination to the breaching party.

(b) This Agreement may be terminated at the option of either party if the other party is adjudicated bankrupt, is subjected to the appointment of a receiver and fails to have such receiver removed within sixty (60) days, or has any of its property attached and fails to remove such attachment within sixty (60) days.

(c) This Agreement may also be terminated at the option of either party for any reason with one party providing the other with notification one-hundred and eighty (180) days prior to the desired termination date.

(d) Under any circumstances under which this Agreement is terminated, the following will take place:

- (i) All assets, vehicles, buses, equipment, whether or not identified in Exhibit A to this agreement which were owned by County or LANTA and used by LANTA in providing any services noted in this agreement shall be transferred back to County or to such other entity as County shall designate as noted above, free of any claim of or lien by LANTA or any third party, person or entity. To the extent any such assets, vehicles, buses and equipment have been retired or replaced and reinvestments due to such retired or replace items have been made by LANTA into the County's transportation program or any portion of a program servicing the County, such assets, vehicles, buses and equipment will be also transferred to

County or to such other entity as County shall designate free of any claim or lien by LANTA or any third party, person or entity.

- (ii) LANTA agrees to pay to the County any funds from collected revenues, local share payments, state or federal grants collected by LANTA in providing any services noted in this agreement that have not been encumbered as of the date of termination of this agreement.
- (iii) County shall be the direct recipient of Pennsylvania Department of Transportation public transportation grants as related to the delivery and maintenance of transit service in the County.

Upon the transfer of all assets to the County or its designee as required by Paragraph 18(d)(i) above, this agreement shall be considered terminated except to the extent necessary to ensure continued payment of any local share as noted in Paragraph 18(d)(ii), above.

19. Force Majeure.

In the event LANTA or the COUNTY is unable to perform an obligation it has a duty to perform under this Agreement by reason of an Act of God or riot, insurrection, fire, explosion, injunction, inability to obtain fuel, governmental action, order or decree of any court, casualty or other cause wholly beyond the control of the non-performing party, the non-performing party shall be excused during the period in which its performance has been prevented by one or more of the foregoing causes from performance, but shall recommence and continue to perform promptly after the removal or cessation of such cause.

20. Invalidity of Provision.

Should any part of this Agreement be declared to be unconstitutional, invalid or beyond the authority of either party to enter into or carry out, such declaration will not affect the validity of the remainder of this Agreement, which will continue to be in full force and effect except that if any part is declared unconstitutional or invalid beyond the authority of a party to enter into or carry out is, in the judgment of the COUNTY or LANTA, material to the Agreement, the COUNTY shall have the right on thirty (30) days written notice to the other to terminate this Agreement.

21. Notices.

All notices required or allowed by this Agreement shall be in writing by certified mail, return receipt requested, addressed to the receiving party as follows:

TO LANTA: 1060 Lehigh Street
Allentown, PA 18103
and
Kent H. Herman, Esquire
One West Broad Street – Suite 700
Bethlehem, PA 18018

TO COUNTY: Court House Annex

Jim Thorpe, PA
and
County Solicitor
Court House Annex
P.O. Box 129
Jim Thorpe, PA 18229

or at such other address as either party may designate in writing to the other party as its address for the receiving of notices.

22. Governing Law.

This Agreement will be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania. Venue for any disputes involving this agreement shall be in the Court of Common Pleas of Carbon County Pennsylvania. The parties waive their right to trial by jury.

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound hereby, do hereunto set their hands and official seals the day and year first above written.

ATTEST:

COUNTY OF CARBON

Eloise Ahner, Chief Clerk/
County Administrator

By: _____
Wayne E. Nothstein, Chairman

By: _____
Chris Lukasevich

By: _____
Rocky Ahner

ATTEST:

LEHIGH AND NORTHAMPTON
TRANSPORTATION AUTHORITY

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

RESOLUTION AUTHORIZING THE SUBMITTAL AND MODIFICATION
OF PENNSYLVANIA DEPARTMENT OF TRANSPORTATION DOTGRANT OBJECTS

Be it resolved, by the authority of the Board of Directors that any individual holding the position title(s) listed below is authorized to submit and modify the dotGrant objects indicated below. This resolution shall remain in effect until rescinded or replaced with a new resolution.

	Reorganization – Organization Core Info	Grants Applications	Projected Legacy Budget	Unaudited Actual Legacy Budget	Audited Actual Legacy Budget*	Grant Agreement Execution	Invoices	Progress Reports
Position Title:	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director
Position Title:	Director of Finance	Director of Finance	Director of Finance	Director of Finance			Director of Finance	Director of Finance
Position Title:	Sr. Director of Capital Asset Management	Sr. Director of Capital Asset Management	Sr. Director of Capital Asset Management	Sr. Director of Capital Asset Management				Sr. Director of Capital Asset Management
Position Title:			Finance Specialist	Finance Specialist				Finance Specialist
Position Title:								Procurement & Compliance Coordinator
Position Title:			Manager of Planning & Scheduling	Manager of Planning & Scheduling				Manager of Planning & Scheduling

I, Matthew Malozi, Vice Chair of the LANTA 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 LANTA Board of Directors held on the 14th day of December 2021.

By: _____
(Signature and Official Title) (Date)

ATTEST:
LANTA _____
(Name of Governing Body)

By: _____
(Signature and Official Title) (Date)

*PennDOT requires the Audited Actual Legacy Budget to be submitted by the chief operating officer (such as Executive Director, General Manager, etc.)



Capital Asset Management Committee

Agenda

December 7, 2021

1. Call to Order
2. Public Comment
3. Capital Asset Management Dashboard Report
4. Procurements
 - A. Status Update - Paratransit Vehicle Order – LANtaVan
 - B. Recommendation for Purchase Order Award - Paratransit Vehicle Purchase Order
5. Report on Initiatives
 - A. Status Update - 12th Street Paratransit Facility Update
 - i. 12th Street Bus Wash
 - ii. 12th Street Bus Lifts
 - iii. 12th Street Furniture
 - B. Status Update – Allentown Garage Concrete Replacement
6. Actions
 - A. Recommendation for Approval - DRAFT submission of the FFY2023-2026 Transportation Improvement Program (TIP)
 - i. LANTA
 - ii. Carbon County
7. Other Items
8. Adjournment



Capital Asset Management Dashboard - July - September 2021
Tuesday, December 7, 2021

LANtaBus MAINTENANCE FIGURES				
Vehicle Availability - percent pull outs made	100%			
Vehicle Availability - Number of road failures	15			
	%	Required	On-time	Benchmark
LANtaBus Vehicle Preventive Maintenance On Time %	100	139	139	90%
ATMS Preventive Maintenance On Time %	100	139	139	90%
On-Time % for bus detail cleaning (within 5 weeks)	78	296	230	90%
	Current Q	Benchmark	Previous Q	Prior Q
Revenue Miles between Road Failure	54,637	40,000	73,099	97,107

December 3, 2021

FY- 2022-2023 LANta Van Acquisition Summary

To acquire new replacement vehicles for the LANtaVan system, this year LANTA again participated in a statewide, multi-agency RFP process for paratransit vehicles. This most recent procurement was led by South Central Transit Authority of Lancaster, PA, with assistance of developing, reviewing and recommending award by the review committee consisting of several representatives from throughout the state, including LANTA. This process is designed to provide a safe, reliable, and competitively priced units for all agencies to purchase from the joint contract without the burden of developing their own specs and going thru the bidding process. LANTA has purchased our paratransit vehicles in this fashion for over 13 years.

LANTA intends to purchase fifteen (15) model year 2023 Ford E-450 vehicles with a Phoenix chassis 14,500 pound GVW. These vehicles will replace the fifteen (15) 2016 Chevrolet Diesel engine vans, which will leave nine (9) Diesel engine vans in the fleet. It should be noted that this year's vehicles will be acquired thru Coach and Equipment Bus Sales, Inc. of Penn Yan, New York. LANTA has purchased vans from Coach and Equipment Bus Sales previously, including the fifteen (15) vans recently received in November 2021.

These vehicles that we intend to acquire have V-8 gas engines, automatic transmissions, Braun wheelchair lifts with a 1,000 pound capacity, full wheelchair securement systems, fire suppression system and are quite similar to the current fleet, This larger modified chassis will provide LANtaVan a more diverse seating layout plan which will allow the vehicles to accommodate up to six wheelchair positions per van if needed. Delivery of these vehicles is tentatively scheduled for October 2022.

The effective date of the contract is April 1, 2020, expiring March 31, 2022, with three (3) 1 year options available to extend the contract.

Pricing:

Vehicle	Vendor	Price Each	Extended Cost
Ford – E-450 Para- Transit Van	Coach & Equipment	\$ 85,858.00	\$ 1,287,870.00
Other Costs:			
Two-way radio	Industrial Comm.	\$ 1,025.00	\$ 15,375.00
Striping & decaling	Fast Signs	\$ 1,520.00	\$ 22,800.00
On-Board camera system	Safety Vision	\$ 2,348.67	\$ 35,230.00
Total cost of each total		\$ 90,751.67	\$ 1,361,275.00

Additionally, the required Pre-award Buy America Audit, vehicle online inspections as well as the Post-Delivery Audit will be done by Transit Resource Center (TRC) at a total cost of \$9,110.00

The Grand total for this purchase is \$1,370,385.00 and will be funded thru PENNDOT Grants.

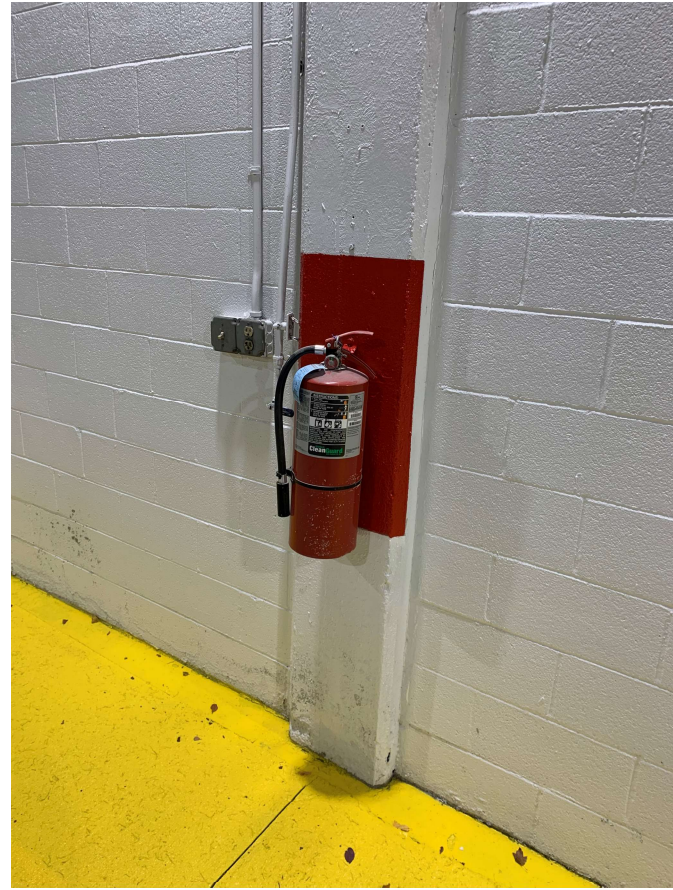
Recommendation: Pending the completion, and receipt, of the required pre-award Buy America audit conducted by TRC, it is recommended that LANTA's Model year 2023 LANtaVan purchase for fifteen (15) vehicles be awarded to Coach and Equipment Bus Sales, Inc. of Penn Yan, New York. as well as the appropriate vendors for the related costs also be approved.

R. Flyte

			FFY 2023 Costs						FFY 2024 Costs						FFY 2025 Costs						FFY 2026 Costs						
Project	Project Title	Sponsor	Fed.	Federal	St.	State	Local	Total	Fed.	Federal	St.	State	Local	Total	Fed.	Federal	St.	State	Local	Total	Fed.	Federal	St.	State	Local	Total	Totals
106703	LANTA Operating Assistance	LANTA			OA	19,085,000	1,163,784	20,248,784			-	-	-	-			-	-	-	-			-	-	-	-	20,248,784
106703	LANTA Operating Assistance	LANTA		-		-	-				OA	19,085,000	1,221,973	20,306,973			-	-	-	-			-	-	-	-	20,306,973
106703	LANTA Operating Assistance	LANTA		-		-	-			-		-	-	-			OA	19,085,000	1,283,071	20,368,071			-	-	-	-	20,368,071
106703	LANTA Operating Assistance	LANTA		-		-	-			-		-	-	-			-	-	-	-			OA	19,085,000	1,347,224	20,432,224	20,432,224
110171	Associated Capital Maintenance Items	LANTA	5339	90,000	OTH	-	22,500	112,500		-		-	-	-		-		-	-	-		-		-	-	-	112,500
110171	Associated Capital Maintenance Items	LANTA		-		-	-		5339	90,000	OTH	-	22,500	112,500		-		-	-	-		-		-	-	-	112,500
110171	Associated Capital Maintenance Items	LANTA		-		-	-			-		-	-		5339	90,000	OTH	-	22,500	112,500		-		-	-	-	112,500
110171	Associated Capital Maintenance Items	LANTA		-		-	-			-		-	-			-		-	-		5339	90,000	OTH	-	22,500	112,500	112,500
110172	LANTA Facility Improvements and Equip	LANTA	5307	480,000	OTH	-	120,000	600,000		-		-	-	-		-		-	-	-		-		-	-	-	600,000
110172	LANTA Facility Improvements and Equip	LANTA		-		-	-		5307	480,000	OTH	-	120,000	600,000		-		-	-	-		-		-	-	-	600,000
110172	LANTA Facility Improvements and Equip	LANTA		-		-	-			-		-	-		5307	480,000	OTH	-	120,000	600,000		-		-	-	-	600,000
110172	LANTA Facility Improvements and Equip	LANTA		-		-	-			-		-	-			-		-	-		5307	480,000	OTH	-	120,000	600,000	600,000
95008	Purchase Van/Minibuses	LANTA	5310	700,000	OTH	-	674,750	1,374,750		-		-	-	-		-		-	-	-		-		-	-	-	1,374,750
95008	Purchase Van/Minibuses	LANTA		-		-	-	-	5310	700,000	OTH	-	674,750	1,374,750		-		-	-	-		-		-	-	-	1,374,750
95008	Purchase Van/Minibuses	LANTA		-		-	-	-		-		-	-	-	5310	700,000	OTH	-	583,100	1,283,100		-		-	-	-	1,283,100
95008	Purchase Van/Minibuses	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5310	700,000	OTH	-	216,500	916,500	916,500
95010	PM Maintenance (Federal)	LANTA	5307	4,400,000	OTH	-	1,100,000	5,500,000		-		-	-	-		-		-	-	-		-		-	-	-	5,500,000
95010	PM Maintenance (Federal)	LANTA		-		-	-	-	5307	4,400,000	OTH	-	1,100,000	5,500,000		-		-	-	-		-		-	-	-	5,500,000
95010	PM Maintenance (Federal)	LANTA		-		-	-	-		-		-	-	-	5307	4,400,000	OTH	-	1,100,000	5,500,000		-		-	-	-	5,500,000
95010	PM Maintenance (Federal)	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5307	4,400,000	OTH	-	1,100,000	5,500,000	5,500,000
95015	ADA Para Trans Serv Cap	LANTA	5307	760,200	OTH	-	190,050	950,250		-		-	-	-		-		-	-	-		-		-	-	-	950,250
95015	ADA Para Trans Serv Cap	LANTA		-		-	-	-	5307	760,200	OTH	-	190,050	950,250		-		-	-	-		-		-	-	-	950,250
95015	ADA Para Trans Serv Cap	LANTA		-		-	-	-		-		-	-	-	5307	760,200	OTH	-	190,050	950,250		-		-	-	-	950,250
95015	ADA Para Trans Serv Cap	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5307	760,200	OTH	-	190,050	950,250	950,250
95180	Service Vehicles Replace	LANTA	5307	52,000	OTH	-	13,000	65,000		-		-	-	-		-		-	-	-		-		-	-	-	65,000
95180	Service Vehicles Replace	LANTA		-		-	-		5307	78,000	OTH	-	19,500	97,500		-		-	-	-		-		-	-	-	97,500
95180	Service Vehicles Replace	LANTA		-		-	-			-		-	-	-	5307	78,000	OTH	-	19,500	97,500		-		-	-	-	97,500
95180	Service Vehicles Replace	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5307	-	OTH	-	-	-	-
95019	Heavy-Duty Bus Purchase	LANTA	5307	959,000	OTH	-	239,750	1,198,750		-		-	-	-		-		-	-	-		-		-	-	-	1,198,750
95019	Heavy-Duty Bus Purchase	LANTA	5339	835,000	OTH	-	208,750	1,043,750		-		-	-	-		-		-	-	-		-		-	-	-	1,043,750
95019	Heavy-Duty Bus Purchase	LANTA	OTH-F	960,000	OTH	-	240,000	1,200,000		-		-	-	-		-		-	-	-		-		-	-	-	1,200,000
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-	5307	958,280	OTH	-	239,570	1,197,850		-		-	-	-		-		-	-	-	1,197,850
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-	5339	835,000	OTH	-	208,750	1,043,750		-		-	-	-		-		-	-	-	1,043,750
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-	OTH-F	960,000	OTH	-	240,000	1,200,000		-		-	-	-		-		-	-	-	1,200,000
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-		-		-	-	-	5307	1,645,000	OTH	-	411,250	2,056,250		-		-	-	-	2,056,250
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-		-		-	-	-	5339	835,000	OTH	-	208,750	1,043,750		-		-	-	-	1,043,750
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-		-		-	-	-	OTH-F	960,000	OTH	-	240,000	1,200,000		-		-	-	-	1,200,000
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5307	1,645,000	OTH	-	411,250	2,056,250	2,056,250
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5339	835,000	OTH	-	208,750	1,043,750	1,043,750
95019	Heavy-Duty Bus Purchase	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	OTH-F	480,000	OTH	-	120,000	600,000	600,000
95178	ITS and Security Project	LANTA	5307	76,020	OTH	-	19,005	95,025		-		-	-	-		-		-	-	-		-		-	-	-	95,025
95178	ITS and Security Project	LANTA		-		-	-	-	5307	76,020	OTH	-	19,005	95,025		-		-	-	-		-		-	-	-	95,025
95178	ITS and Security Project	LANTA		-		-	-	-		-		-	-	-	5307	78,800	OTH	-	19,700	98,500		-		-	-	-	98,500
95178	ITS and Security Project	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5307	76,020	OTH	-	19,005	95,025	95,025
95183	Sign, Shelters and Enhancements	LANTA	5307	160,000	OTH	-	40,000	200,000		-		-	-	-		-		-	-	-		-		-	-	-	200,000
95183	Sign, Shelters and Enhancements	LANTA		-		-	-	-	5307	160,000	OTH	-	40,000	200,000		-		-	-	-		-		-	-	-	200,000
95183	Sign, Shelters and Enhancements	LANTA		-		-	-	-		-		-	-	-	5307	160,000	OTH	-	40,000	200,000		-		-	-	-	200,000
95183	Sign, Shelters and Enhancements	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5307	160,000	OTH	-	40,000	200,000	200,000
106530	LANTA Enhanced Bus/BRT	LANTA	5307	714,780	OTH	-	178,695	893,475		-		-	-	-		-		-	-	-		-		-	-	-	893,475
106530	LANTA Enhanced Bus/BRT	LANTA		-		-	-	-	5307	689,500	OTH	-	172,375	861,875		-		-	-	-		-		-	-	-	861,875
106530	LANTA Enhanced Bus/BRT	LANTA		-		-	-	-		-		-	-	-	5307	-	OTH	-	-	-		-		-	-	-	-
106530	LANTA Enhanced Bus/BRT	LANTA		-		-	-	-		-		-	-	-		-		-	-	-	5307	80,780	OTH	-	20,195	100,975	100,975
Totals for: LANTA Overall Totals:				10,187,000		19,085,000	4,210,284	33,482,284		10,187,000		19,085,000	4,268,473	33,540,473		10,187,000		19,085,000	4,237,921	33,509,921		9,707,000		19,085,000	3,815,474	32,607,474	133,140,152

Project	Project Title	Sponsor	FFY 2023 Costs						FFY 2024 Costs						FFY 2025 Costs						FFY 2026 Costs						Totals
			Fed.	Federal	St.	State	Local	Total	Fed.	Federal	St.	State	Local	Total	Fed.	Federal	St.	State	Local	Total	Fed.	Federal	St.	State	Local	Total	
106894	CCCT Operating Assistance	CCCT			OTH	273,000	40,950	313,950																			313,950
106894	CCCT Operating Assistance	CCCT									OTH	273,000	40,950	313,950													313,950
106894	CCCT Operating Assistance	CCCT															OTH	273,000	40,950	313,950							313,950
106894	CCCT Operating Assistance	CCCT																				OTH	273,000	40,950	313,950	313,950	
95359	CCCT Van/Minibus Purchase	CCCT	5310	439,920			109,980	549,900	5310																		549,900
95359	CCCT Van/Minibus Purchase	CCCT	5310						5310	586,560			146,640	733,200													733,200
95359	CCCT Van/Minibus Purchase	CCCT	5310						5310																		-
95359	CCCT Van/Minibus Purchase	CCCT	5310						5310																		-
95362	CCCT Computer System Upgrade	CCCT	OTH				15,000	15,000			OTH																15,000
95362	CCCT Computer System Upgrade	CCCT	OTH								OTH		40,000	40,000													40,000
95362	CCCT Computer System Upgrade	CCCT	OTH								OTH																-
95362	CCCT Computer System Upgrade	CCCT	OTH								OTH																-
Totals for: CCCT Overall Totals:				439,920		273,000	165,930	878,850		586,560		273,000	227,590	1,087,150		0		273,000	40,950	313,950		0		273,000	40,950	313,950	2,593,900







LANtaVan & Accessibility Committee

Agenda

December 14, 2021

1. Call to Order
 2. Courtesy of the Floor
 - A. Public Comment
 - B. Update on comments received at September LANtaVan Committee meeting
 3. Dashboard Report
 4. Actions
 - A. None
 5. Report on Initiatives
 - A. Status Update – Paratransit Operations RFP
 - B. ECC Update
 - C. Outreach to Regional Hospital Networks
 6. Other Business
 7. Adjournment
-



**Response to Comments Received During Courtesy of the Floor
at the September 14, 2021 LANtaVan & Accessibility Committee Meeting**

No comments were received during Courtesy of the Floor at the September 14, 2021 meeting of the Committee.



LANtaVan Dashboard Report

Tuesday, December 14, 2021

Reporting Period:

Q1 July 2021 - September 2021

Total Completed Trips by Funding Source

Q1 Comparison

Program	Q1 FY2022		Q1 FY2021		% Change	Sponsor	Funding Source
	Total	% of Total	Total	% of Total			
ADA	10,564	27%	7,619	21%	39%	LANTA	LANtaBus Op/Cap
Lottery	17,125	43%	14,427	40%	19%	PennDOT	PA Lottery Funds
MATP	9,833	25%	11,185	31%	-12%	PA DHS	CMS/State MA Funding
PwD	1,303	3%	1,448	4%	10%	PennDOT	Proj of Stwde Signif
Other	973	2%	1,294	4%	-25%	Various	Various
Total	39,798	100%	35,973	100%	11%		

Total Completed Trips by Funding Source

YTD Comparison

Program	YTD FY2022		YTD FY2021		% Change	Sponsor	Funding Source
	Total	% of Total	Total	% of Total			
ADA	10,564	27%	7,619	21%	39%	LANTA	LANtaBus Op/Cap
Lottery	17,125	43%	14,427	40%	19%	PennDOT	PA Lottery Funds
MATP	9,833	25%	11,185	31%	-12%	PA DHS	CMS/State MA Funding
PwD	1,303	3%	1,448	4%	10%	PennDOT	Proj of Stwde Signif
Other	973	2%	1,294	4%	-25%	Various	Various
Total	39,798	100%	35,973	100%	11%		

MATP Out of County Trip Statistics

Q1 FY 2022		
Program	Completed Trips	Revenue Miles
MA OOC LC	200	9293.47
MA OOC NC	20	1097.00
Total	220	10390.47

Service Productivity - All

Q1 FY2022				
Service Hours	Revenue Hours	Passenger Trips	PT/Rev Hours	Scheduled Eff
23,461.09	19,203.97	45,907	2.39	3.30

Scheduled Trip Summary - All

Q1 FY2022			
Scheduled Trips	IVR Cancels	Day of Service Cancel	No Shows
63,418	2235	4662	975

Riders by Fare Zone - All

Q1 FY2022				
Zone	Full Fare	Copay	Trips	% of Trips
Base	29.35	\$4.40	18,362	51%
2	35.35	\$5.30	11,458	32%
3	41.35	\$6.20	5,925	17%
Total			35,745	100%

Trip Pattern Statistics - All Passengers

Quarter Comparison

	Q1 FY2022			Q1 FY2021			% Change		
	Average Length			Average Length			Average Length		
	Miles	Minutes	Serv Speed	Miles	Minutes	Serv Speed	Miles	Minutes	Serv Speed
Total	10.55	35.37	17.90	10	37.7	15.92	6%	-6%	12%
	LANtaBus Figure			LANtaBus Figure		12.8			

Duration of Trips - Q1 FY2022

Q1 FY 2022					
Minutes	<30	31-60	61-90	>90	>120
Trip Total	21,898	10,736	4,410	1668	1086
Trip Total As Percentage	55.0%	27.0%	11.1%	4.2%	2.7%

Percent Trips 30 mins or less	55%
Percent Trips 90 mins or less	93%
% ADA Trips within FRE	74%
% ADA within 15 mins. of FRE	90%

On Time Performance - Client Pick Up Trips

Q1 FY 2022					
Time vs Window	Before Pick Up Window	In Pick Up Window	1 - 30 Minutes Late	31 - 60 Minutes Late	>60 Minutes Late
Trip Total	7281	23965	8552	0	0
Trip Total As Percentage	18.3%	60.2%	21.5%	0.0%	0.0%

Total % On Time & Early	79%
LANtaBus On Time	61%

LANTA Call Center Report

Q1 Comparison

	Q1 FY2022 (Current)			Q4 2021 (Previous)		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Call Volume	558	106	71	407	87	65
Average Call Wait Time	1:06	0:46	0:59	0:30	0:41	0:29

Complaints Received

Q1 Comparison

Subject of Complaint	Q1 FY2022		Q1 FY2021	
	Number	% of Total	Number	% of Total
Late	54	30%	126	34%
Early	8	4%	11	3%
Driver Attitude	26	14%	35	9%
Care Driving/Comfort	22	12%	20	5%
Van did not show	16	9%	36	10%
Fare Disputes	4	2%	-	0%
Overcrowding	0	0%	-	0%
Trip Length	21	12%	69	19%
Other	31	17%	73	20%
Total	182	100%	370	100%
Trips per Complaint	219		97	
Complaints Deemed Valid	127		163	
Trips per Complaints Deemed Valid	313		221	

LANtaBus ADA Related Complaints Jul - Sep 2021			
Month	Issue	Details and Response	Determination
July			
August	Wheelchair Securement	Rider reported driver strapped wheelchair too tight. Driver strapped the back of wheelchair. Driver stated he did not have time to secure the front. It was determined passenger wheelchair was modified. Management did a safety inspection of wheelchair and assisted passenger with straps. Driver was coached.	Valid
September			

Total Complaints for Quarter	1
Total Valid	1
Total Valid or Inconclusive	1
Valid Complaints per LANtaBus Trip	640,792