



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

LANTA Board of Directors Meeting Minutes

August 16, 2022

LANTA Administrative Offices, Allentown, PA

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

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

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

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

Public Attending: None.

Public Attending via Webinar/Teleconference: None.

1. Call to Order

The meeting was called to order at 12:02 p.m. by Matt Malozi, Chair of the Authority.

2. Public Comment

No comments were provided during Public Comment.

3. Approval of the Minutes

The minutes of the July 12, 2022 Board of Directors meeting were approved on a motion made by Mr. Lichtenberger and seconded by Ms. Miller.

4. Report of the Chair

As part of the Report of the Chair, Mr. Malozi noted that the meeting was his first as Chair and he thanked the members of the Board for the opportunity. He also said that he holds the LANTA Board structure and practices up as a model for other Boards and committees on which he serves in the community.

Mr. Malozi also thanked everyone who attended and participated in LANTA's 50th anniversary lunch on August 1 at the Americus Hotel in Allentown. Staff and many Board members have received very positive feedback regarding the event, the restored 1973 bus, as well as the 50th anniversary history book.

Mr. Malozi then thanked Kim Schaffer for her service as LANTA Board Chair over the past two years. Much has been accomplished at LANTA during Ms. Schaffer's term including the continued recovery of the transit system from COVID 19; the renovation of the Allentown Transportation Center; the transition to a new paratransit operations contractor along with the move of the LANTaVan system to a new facility.

On behalf of the Board, Mr. O'Neil then presented Ms. Schaffer with a gift to express the Board's gratitude for her service as Chair.

Mr. Malozi 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 August 9. As part of the agenda, staff presented the financial statements for the LANTaBus, LANTaVan, and Carbon Transit operating divisions for May 2022, 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 Transit financial statements for May 2022, subject to audit.

Staff also presented a summary of findings from the Federal Transit Administration (FTA) Triennial Review conducted earlier this year. The summary is attached. Staff reported that FTA identified four findings are part of the process along with a corrective

action for each. Staff will provide updates going forward regarding the progress towards addressing the corrective actions until each finding is closed.

In addition, the Pension Committee met on Tuesday August 9. The agenda included status reports from the investment manager, Marquette Associates, and the actuary firm, Foster & Foster. A summary of the presentation from Foster & Foster is attached. The investment performance report for the second quarter of the calendar year showed that the diversification strategies pursued by the Committee over the past two years have helped to limit the impact of the negative market performance during the quarter. Copies of the investment performance reports were provided to all Board members and are available upon request.

Mr. Williams then concluded his report.

- B. LANtaBus Rider Experience Committee – Ms. Schaffer, Chair of the LANtaBus Rider Experience Committee, reported that the Committee met on Tuesday August 16 prior to the Board meeting.

The agenda included a review of the LANtaBus Rider Experience Dashboard Report for the period of April through June 2022. The report is attached. The Dashboard shows that ridership is up from the previous fiscal year but still below pre-COVID levels. Fiscal year to date, ridership is up approximately 5 percent compared to the previous fiscal year. In addition, revenue and productivity performance continue to be impacted by the pandemic. Safety and rider comfort metrics are better than benchmark.

In addition, service reliability measured in terms of on-time performance was better than benchmark for the quarter. Staff discussed how upgrades and data fixes to the Automated Transit Management System (ATMS) have rendered more accurate data, along with scheduling changes over the past year, have together resulted in improved numbers for this metric.

The agenda also included updates on service planning initiatives, marketing and outreach activities, as well as outreach activities regarding major developments in the region. Staff also provided status updates on a Fare Structure Analysis Study and the EBS Implementation Study.

Ms. Schaffer then concluded her report.

C. Capital Asset Management Committee – Ms. Bradley, Chair of the Capital Asset Management Committee, reported that the Capital Asset Management Committee did not meet in August and that the next meeting of the Committee is scheduled for Tuesday September 6.

D. LANtaVan & Accessibility Committee – Ms. Alvarado, Chair of the LANtaVan & Accessibility Committee, reported that the Committee did not meet in August and that the next meeting of the Committee is scheduled for Tuesday September 13.

6. Other Items

None

7. Adjournment

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

Respectfully Submitted



Becky Bradley
Secretary

9/13/2022
Date



Lehigh and Northampton Transportation Authority

**LANTA Board Meeting
Agenda
August 16, 2022**

1. Call to Order
 2. Public Comment
 3. Approval of the Minutes – July 12, 2022 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 May 2022
 - B. LANTaBus Rider Experience & Planning Committee – Kim Schaffer
 - C. Capital Asset Management – Becky Bradley
 - D. LANTaVan & Accessibility Committee – Sheila Alvarado
 6. Other Items
 7. Adjournment
-



**LANTA Finance & Administration Committee
Agenda
August 9, 2022**

1. Call to Order
 2. Public Comment
 3. Review and Recommendation – Financial Statements May 2022, subject to audit
 4. Procurements
None
 5. Actions
None
 6. Other Items
 - A. Update – FTA Triennial Review Final Report
 7. Adjournment
-



Lehigh and Northampton Transportation Authority

TO: Owen O'Neil, Executive Director and Authority Members
FROM: Nicole L. Ozoa, Director of Finance
DATE: August 6, 2022
SUBJECT: Unaudited May 2022 Financial Statement

Attached for your review are the unaudited financial statements for the period ended May 31, 2022 for LANtaBus, LANtaVan and Carbon Transit.

Items of Interest:

- LANTA's portion of the Line of Credit Balance as of August 8, 2022 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 are current. The balance in the ACT 44 checking account stands at \$17,246,231. The account is currently underfunded by approximately \$1.7M. In addition, approximately \$2.9M are either currently owed to LANTA from State Funds or can now be drawn down from Federal Grants:
 - State Shared Ride/PWD - \$492,999 (THRU 7/31/2022)
 - Lehigh County MATP - \$228,449 (THRU 5/31/2022)
 - Northampton County MATP - \$30,808 (THRU 5/31/2022)
 - Federal Capital/Ops Funding - \$627,040 (THRU 7/31/2022)
 - State Capital Funding - \$1,535,758 (THRU 7/31/2022)
- The balance in the Carbon general checking account stands at approximately \$42K. State ACT 89 funds due to Carbon for FY 22/23 are current.
- Fulton Bank ACT 72 Letters for period ended 5/31/2022 are on file and all bank accounts are in compliance.
- LANTA's FY22 Audit will occur September 6th through September 16th, 2022

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	\$692,718	\$5,498,515	\$5,252,757

The current health insurance participation census stands at 81 Employee Only; 73 Employee Plus 1; 36 Employee Plus 2; 26 Employee Plus 3 and 27 Employee Plus 4 or more.

LANtaVan Accounts Receivable Aged Invoice Report - May 31, 2022

	Total	Current	30 Days	60 Days	90 Days	120 Days +
Lehigh County MATP	\$ 228,449	\$ 141,781	\$ -	\$ 17,808	\$ -	\$ 68,860
Northampton County MATP	\$ 267,012	\$ 223,228	\$ 3,101	\$ -	\$ (7,619)	\$ 48,301
Other(PaDOT Shared Ride;Pwd)	\$ 490,058	\$ 331,681	\$ 14,260	\$ 9,697	\$ 235	\$ 134,185
Total AR May 31, 2022	\$ 985,519	\$ 696,689	\$ 17,362	\$ 27,505	\$ (7,384)	\$ 251,346
	100%	70.69%	1.76%	2.79%	-0.75%	25.50%
Total AR April 30, 2022	\$ 1,165,448	\$ 613,740	\$ 312,102	\$ 2,959	\$ 20,922	\$ 215,724
	100%	52.66%	26.78%	0.25%	1.80%	18.51%
AR Change	\$ (179,929)	\$ 82,949	\$ (294,740)	\$ 24,546	\$ (28,306)	\$ 35,622
	-15.44%	13.52%	-94.44%	829.55%	-135.29%	16.51%

Accounts Payable Aged Invoice Report - May 31, 2022

	Total	Current	30 Days	60 Days	90 Days	120 Days +
LANtaBus	\$ 1,035,855	\$ 656,775	\$ 261,050	\$ 90,290	\$ 19,635	\$ 8,105
LANtaVan	\$ 330,677	\$ 278,367	\$ 29,863	\$ 4,005	\$ 13,066	\$ 5,376
Carbon	\$ 320,879	\$ 100,204	\$ 983	\$ 10	\$ 10,155	\$ 209,528

Please Note: LANtaBus 120 Days + Balance pertains to a late bus parts and facility invoices. Carbon 120 Days+ Balance pertains to the fuel invoices.

LANTaBus

Year-to-date revenues for the fixed route division totals \$1,629,825. This represents a 24.31 percent decrease from the current year budget projection of \$2,153,348. Fare collection revenue of \$1,066,232 is currently running below budget projections by approximately \$475K, a 30.82 percent decrease from the current budget projection of \$1,541,185. The Special Transit Fares section, which includes those revenues generated from LANTA's Route Service Agreements, continues below the anticipated budget amount by approximately \$59K. Advertising Revenue will continue to run above the current year budget projection amount by approximately \$33K.

Year-to-date expenses for the fixed route division totals \$32,341,175. This represents a 0.12 percent decrease from the current year budget projection of \$32,379,063. For the current fiscal year period, Fuel, Purchased Transportation, Utilities, and Interest 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 \$12K below budget. This is a direct result of the increase in Act 44 reserves, which has enabled the Authority to maintain operations without relying on its Line of Credit. The Purchased Transportation expense, which includes the total operating expenses of the ADA program, is also running below budget projections, by 38.0 percent, and is due to the lingering effects of the COVID Pandemic on ridership. Current year Utilities expense is running approximately \$142K above budget. While there has been an increase in heating and internet costs, majority of the variance can be attributed to a too conservative approach for the current year budget projection. Lastly, Fuel expense is also running approximately \$301K above budget. This variance can be attributed to the increase in fuel costs for all non-revenue and revenue vehicles. While LANTA has normally locked in a diesel fuel purchase price, for this current fiscal year LANTA had opted not to lock in a diesel fuel purchase price. LANTA's Health Insurance expense is currently running approximately \$780K above budget, this represents a 16.54 percent increase from the current year budget projection of \$4,718,221. This variance is attributed to the increase in claims processed through the end of May 2022. LANTA expects this trend to continue through the end of the fiscal year.

Year-to-date deficit recorded on the fixed route division totals \$30,711,350. This represents a 1.42 percent increase from the current year budget projection. Current total subsidies equal the deficit and include the following sources:

- Federal Subsidy – ARPA - \$10,222,285
- Federal Subsidy – All Other - \$5,306,719
- State Subsidy - \$14,129,787
- Local Subsidy - \$1,052,559

LANtaVan

Year-to-date revenues for LANtaVan totals \$6,742,029. This represents a 33.04 percent decrease from the current year budget projection of \$10,068,856. MATP YTD revenue of \$2,423,098, has been recorded based on actual costs and is currently showing a 7.76 percent decrease from YTD budget projections of \$2,626,929. ADA revenue of \$1,764,477 has been recorded based on the actual costs of the ADA program and is showing a 48.67 percent decrease from YTD budget projections of \$3,437,298. Shared Ride and PWD revenue of \$1,856,714, which represents the allowable reimbursement amount for each program, is showing a 42.75 percent decrease from the current year budget projections of \$3,283,495, collectively.

Year-to-date expenses for LANtaVan totals \$7,693,649. This represents a 22.32 percent decrease from the current year budget projection of \$9,904,510. Most of the deviation resides in the Purchased Transportation area. The variance within the Purchased Transportation area continues to be related 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 \$1.9M below budget variance for Purchased Transportation. The remaining expense variances continue to be monitored and investigated as warranted.

Year-to-date deficit recorded on LANtaVan totals \$951,619. Current total subsidies include the following sources:

State Subsidy – \$951,619

Carbon Transit

Year-to-date revenues for Carbon Transit totals \$842,339. This represents a 21.04 percent increase above the current year-to-date budget projection of \$695,938. MATP revenue is approximately \$120K above current year budget projections. Shared Ride Lottery and PWD trips and revenue continue the trend of greater than budgeted amounts by \$12K, collectively.

Year-to-date expenses for Carbon Transit totals \$1,360,639. This amount is 14.22 percent above the current year budget projection of \$1,191,262. The main deviation of approximately \$136K pertains to the Purchased Transportation area and continues to relate to the decrease in trips and the proper recognition of fuel expense for Carbon Transit. Services are approximately \$50K less than budgeted projections due to the elimination of the previous management contract. 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 deficit recorded on Carbon Transit totals \$518,300. Current total subsidies are sufficient to cover the YTD deficit and include the following sources:

Federal Subsidy - \$86,340

State Subsidy - \$395,301

Local Subsidy - \$101,660

Currently Carbon Transit is showing a surplus of \$65K as a result of the loan forgiveness due to the adoption of the Mutual Cooperation Agreement (MCA) as of January 1, 2022. The \$65K will be recognized a contribution and will offset the cumulative prior year deficit.

LANTaBus
Income Statement Summary
For the Period Ending May 31, 2022

	Fiscal Year 2022				YTD Budget Variance		
	PTD		YTD		Favorable (Unfavorable)		
	Actual	Budget	Actual	Budget	Amount	Percent	
Revenue							
Passenger Fares	107,759	142,097	1,066,232	1,541,185	1,700,000	(474,953)	-30.82%
Special Transit Fares	-	-	98,362	157,500	210,000	(59,138)	-37.55%
Auxiliary Transportation Revenue	35,417	33,333	399,182	366,663	400,000	32,519	8.87%
NonTransportation Revenue	3,055	8,000	66,049	88,000	96,000	(21,951)	-24.94%
Total Revenue	146,231	183,430	1,629,825	2,153,348	2,406,000	(523,523)	-24.31%
Expenses							
Labor	1,440,218	1,325,418	13,589,037	12,652,123	13,758,775	(936,914)	-7.41%
Fringe Benefits	935,537	914,189	10,787,531	10,941,571	11,865,348	154,040	1.41%
Total Labor and Fringe Benefits	2,375,755	2,239,607	24,376,568	23,593,694	25,624,123	(782,874)	-3.32%
Services	192,250	161,164	1,762,663	1,756,298	1,943,785	(6,365)	-0.36%
Fuel	140,225	92,227	1,332,069	1,030,760	1,120,326	(301,309)	-29.23%
Tires & Tubes	10,638	9,467	106,297	104,018	112,500	(2,279)	-2.19%
Materials & Supplies	119,721	82,998	1,173,030	1,105,896	1,158,317	(67,134)	-6.07%
Utilities	62,967	47,234	721,418	578,985	647,400	(142,434)	-24.60%
Casualty & Liability	41,399	31,297	634,898	682,346	1,102,000	47,448	6.95%
Taxes	294	196	3,445	3,454	3,825	9	0.25%
Purchase of Transportation Service	261,879	307,605	2,002,463	3,229,608	3,525,520	1,227,145	38.00%
Miscellaneous	16,108	13,913	151,185	204,708	218,920	53,523	26.15%
Interest	419	1,000	2,785	11,000	12,000	8,215	74.68%
Leases & Rentals	6,345	7,178	74,354	78,296	85,431	3,942	5.03%
Total Expenses	3,228,000	2,993,886	32,341,175	32,379,063	35,554,147	37,887	0.12%
Gross Surplus (Deficit)	(3,081,769)	(2,810,456)	(30,711,350)	(30,225,715)	(33,148,147)	(485,636)	-1.61%
Subsidy							
Local Subsidy	102,540	96,980	1,052,559	1,066,780	1,163,784	14,221	1.33%
State Subsidy	2,379,125	1,357,945	14,129,787	14,163,106	15,565,328	33,318	0.24%
Federal Subsidy	600,104	516,393	5,306,719	5,680,323	6,196,750	373,604	6.58%
Federal Subsidy - ARPA	-	851,857	10,222,285	9,370,427	10,222,285	(851,858)	-9.09%
Total Subsidy	3,081,769	2,823,175	30,711,350	30,280,636	33,148,147	(430,715)	-1.42%
Surplus (Deficit)							
	(0)	12,719	-	54,921	-	(54,921)	100.00%

LANtaBus
Statement of Net Assets
May 31, 2022

CURRENT ASSETS

Cash	\$ 431,255
Accounts Receivable	279,607
Interdivisional Receivable	1,748,046
Inventories	671,256
Prepaid Expenses	12,524,574
Grants Receivable	4,009,571
Total Current Assets	<u>19,664,309</u>

RESTRICTED ASSETS

Cash	<u>17,087,080</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>\$ 83,274,407</u></u>
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CURRENT LIABILITIES

Note Payable	\$ -
Loan Payable	-
Interdivisional Payable	-
Accounts Payable	1,089,115
Accrued Expenses:	-
Wages	2,422,830
Professional Fees	32,533
Other	866,821
Deferred Other Funding	25,427,868
Due To Commonwealth of PA	19,135,855
Deferred Local Grant Funding	129,822
Total Current Liabilities	<u>49,104,845</u>

NET ASSETS

Invested In Capital Assets	46,525,784
Unrestricted Equity	(12,439,222)
Restricted Equity	83,000
Total Net Assets	<u>34,169,562</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	<u><u>\$ 83,274,407</u></u>
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LANTA Van
Income Statement Summary
For the Period Ending May 31, 2022

	Fiscal Year 2022				YTD Budget Variance		
	PTD		YTD		Favorable (UnFavorable)		
	Actual	Budget	Actual	Budget	Amount	Percent	
Revenue							
Passenger Fares	41,746	178,315	549,962	1,139,620	1,299,162	(589,658)	-51.74%
Non-Transportation Revenues	-	5,417	32,500	59,583	65,000	(27,083)	-45.45%
Local Special Fare Assistance	204,454	302,082	1,879,755	3,283,495	3,579,620	(1,403,740)	-42.75%
State Special Fare Assistance	419,057	492,608	4,279,813	5,586,158	6,119,201	(1,306,345)	-23.39%
Total Revenue	665,257	978,422	6,742,029	10,068,856	11,062,983	(3,326,827)	-33.04%
Expenses							
Labor	95,938	65,257	625,501	717,830	783,087	92,329	12.86%
Fringe Benefits	112,526	59,384	602,306	653,225	712,609	50,919	7.80%
Total Labor and Fringe Benefits	208,464	124,641	1,227,807	1,371,055	1,495,696	143,248	10.45%
Services	6,636	7,883	71,717	82,498	89,115	10,781	13.07%
Fuel	-	-	-	-	-	-	0.00%
Tires & Tubes	-	-	-	-	-	-	0.00%
Materials & Supplies	6,045	11,774	76,631	50,277	55,476	(26,354)	-52.42%
Utilities	7,678	8,177	80,007	87,878	96,168	7,871	8.96%
Casualty & Liability	542	540	5,962	5,960	6,500	(2)	-0.03%
Taxes	-	-	-	-	-	-	0.00%
Purchase of Transportation Service	577,002	732,824	6,114,815	8,015,385	8,771,536	1,900,570	23.71%
Miscellaneous	949	973	8,950	6,899	7,500	(2,051)	-29.73%
Interest	-	-	-	-	-	-	0.00%
Rent	9,974	68,778	107,759	284,558	353,342	176,799	62.13%
Total Expenses	817,290	955,590	7,693,649	9,904,510	10,875,333	2,210,861	22.32%
Gross Surplus (Deficit)	(152,033)	22,832	(951,619)	164,346	187,650	(1,115,965)	-679.03%
Subsidy							
Local Subsidy	-	-	-	-	-	-	-
State Subsidy	152,033	-	951,619	-	-	(951,619)	-
Federal Subsidy	-	-	-	-	-	-	-
Total Subsidy	152,033	-	951,619	-	-	(951,619)	-
Surplus (Deficit)							
	(0)	22,832	-	164,346	187,650	(2,067,585)	-1258.07%

LANTA Van
Statement of Net Assets
May 31, 2022

CURRENT ASSETS

Cash	\$ (4,465)
Accounts Receivable	215,461
Interdivisional Receivable	-
Inventories	
Prepaid Expenses	102,361
Grants Receivable	830,080
Total Current Assets	<u>1,143,436</u>

TOTAL ASSETS

\$ 1,143,436

CURRENT LIABILITIES

Note Payable	\$ -
Loan Payable	-
Interdivisional Payable	1,748,046
Accounts Payable	525,249
Accrued Expenses:	491,677
Deferred Revenue	(55,458)
Total Current Liabilities	<u>2,709,515</u>

NET ASSETS

Unrestricted Equity	(1,566,078)
Restricted Equity	-
Total Net Assets	<u>(1,566,078)</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS

\$ 1,143,436

Carbon County Community Transportation
Income Statement Summary
For the Period Ending May 31, 2022

	Fiscal Year 2022					YTD Budget Variance	
	PTD		YTD		Annual Budget	Favorable (Unfavorable) Amount	Percent
	Actual	Budget	Actual	Budget			
Revenue							
Passenger Fares	2,563	741	26,786	19,797	20,511	6,988	35.30%
Non-Transportation Revenues	4	-	18	-	-	18	#DIV/0!
Local Special Fare Assistance	2,493	1,650	22,849	15,974	17,922	6,875	43.04%
State Reimbursements	28,504	34,639	277,045	264,929	299,568	12,115	4.57%
State Special Fare Assistance	65,132	35,094	515,642	395,237	454,545	120,405	30.46%
Total Revenue	98,696	72,124	842,339	695,938	792,546	146,402	21.04%
Expenses							
Labor	23,195	-	50,425	-	-	(50,425)	100.00%
Fringe Benefits	17,097	-	37,169	-	-	(37,169)	100.00%
Total Labor and Fringe Benefits	40,293	-	87,594	-	-	(87,594)	0.00%
Services	1,642	11,089	75,429	125,162	142,100	49,733	39.73%
Fuel	-	-	-	-	-	-	0.00%
Tires & Tubes	-	-	-	-	-	-	0.00%
Materials & Supplies	143	635	14,491	8,633	9,450	(5,858)	-67.86%
Utilities	1,708	325	17,757	16,500	16,800	(1,257)	-7.62%
Casualty & Liability	-	-	-	-	-	-	0.00%
Taxes	-	-	-	-	-	-	0.00%
Purchase of Transportation Service	118,809	138,478	1,162,857	1,026,899	1,170,914	(135,958)	-13.24%
Miscellaneous	75	1,673	1,555	6,887	3,740	5,333	77.42%
Interest	-	325	956	7,182	7,500	6,226	86.69%
Leases & Rentals	-	-	-	-	-	-	0.00%
Total Expenses	162,670	152,525	1,360,639	1,191,262	1,350,504	(169,377)	-14.22%
Gross Surplus (Deficit)	(63,974)	(80,401)	(518,300)	(495,325)	(557,958)	(22,975)	-4.64%
Subsidy							
Local Subsidy	2,643	3,414	101,660	37,554	40,969	(64,106)	-170.70%
State Subsidy	24,062	41,658	395,301	231,240	273,126	(164,060)	-70.95%
Federal Subsidy	37,269	35,329	86,340	226,531	243,863	140,191	61.89%
Total Subsidy	63,974	80,401	583,300	495,325	557,958	(87,975)	-17.76%
Surplus (Deficit)	0	-	65,000	0	-	65,000	14444344.44%

Carbon County Community Transportation
Statement of Net Assets
May 31, 2022

CURRENT ASSETS

Cash	\$	191,220
Accounts Receivable		2,348
Due from LANTA - FOA		86,340
Due From Carbon County		(5,287)
Prepaid Expenses		201
Grants Receivable		366,405
Total Current Assets		<u>641,227</u>

TOTAL ASSETS	\$	<u>641,227</u>
--------------	----	----------------

CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		447,781
Due to the Commonwealth		(24,063)
Accounts Payable		314,829
Accrued Expenses		128,934
Deferred Revenue		27,435
Total Current Liabilities		<u>894,916</u>

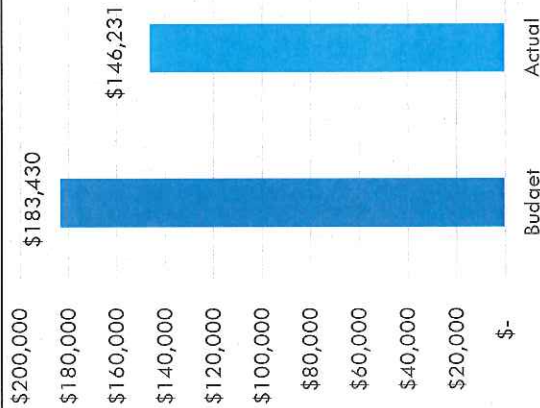
NET ASSETS

Unrestricted Equity		(253,689)
Restricted Equity		-
Total Net Assets		<u>(253,689)</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>641,227</u>
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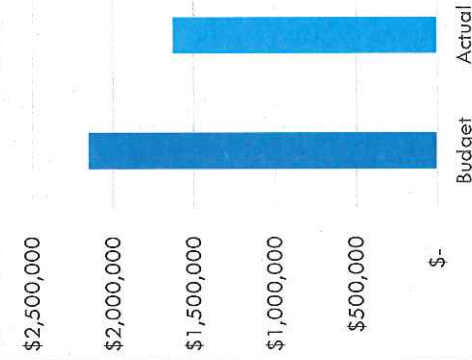


Total Revenues – May 2022

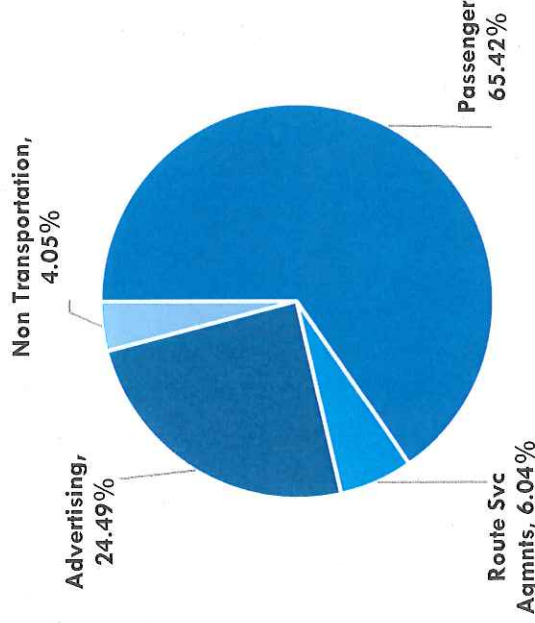


FYTD Revenues

Budget \$2,153,348
Actual \$1,629,825
Variance \$(523,523), -24.31%

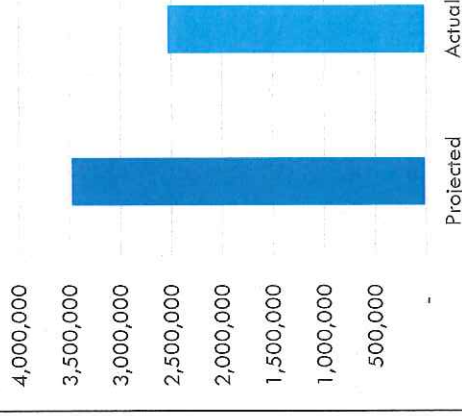


Revenues By Source

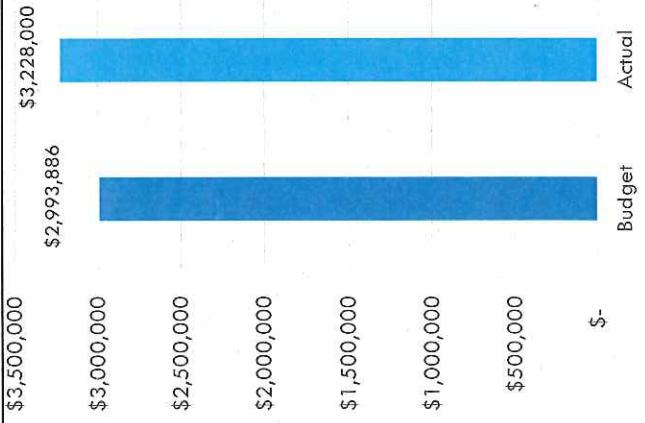


FYTD Ridership

Projected 3,481,093
Actual 2,530,257
Variance (950,836), -27.31%

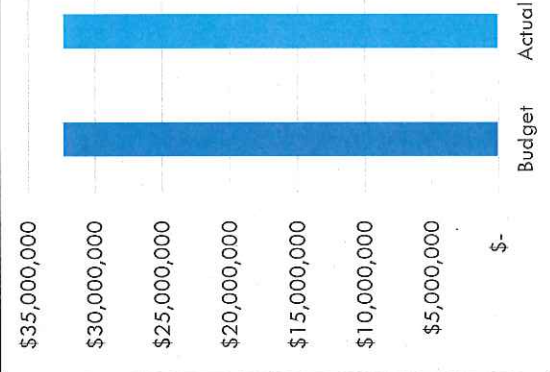


Total Expenses – May 2022



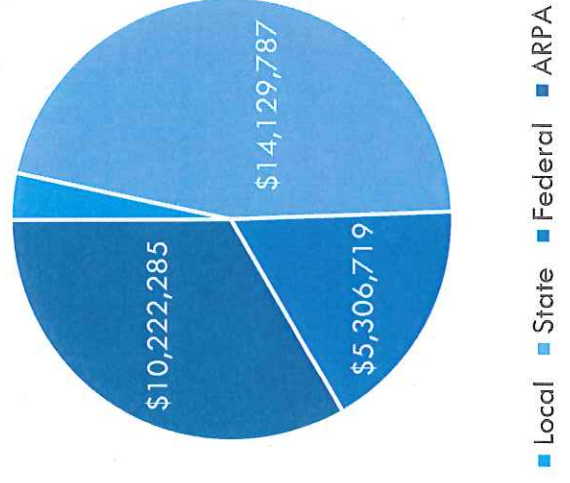
FYTD Expenses

Budget \$32,379,063
Actual \$32,341,175
Variance \$37,888 +0.12%



Subsidy by Source

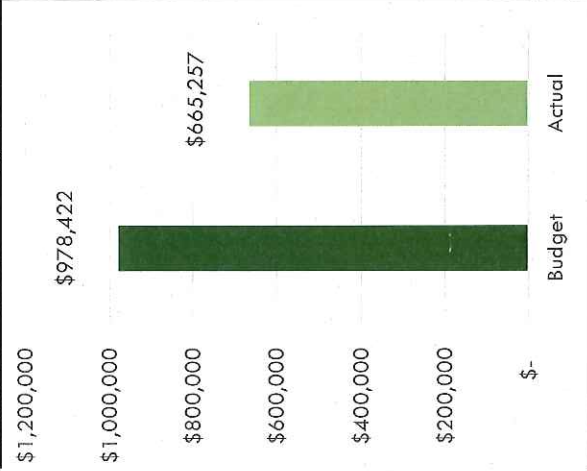
\$1,052,559



Key Areas	Notations
<div data-bbox="349 1921 483 1999"></div> <div data-bbox="511 1890 544 2016">Utilities</div>	<p>Utilities Expense is ABOVE budget by \$142K, a 24.6% increase from current budget projections.</p> <p>This is attributed to not only an increase in cooling/heating costs but also internet and fuel for nonrevenue vehicles. In addition, a too conservative approach was made to the current year budget projections for ATC and BTC utilities.</p> <p>LB anticipates this trend to continue for the foreseeable future due to the increase internet services and electrical and cooling/heating costs.</p>
<div data-bbox="641 1911 730 2005"></div> <div data-bbox="755 1890 795 2026">Purchased Transportation</div>	<p>Purchased Transportation is BELOW budget by \$1.2M, a 38% decrease from current budget projections.</p> <p>This expense line represents the total operating costs of the ADA Program as well as FLEX services.</p> <p>As ADA trips continue to increase, the Authority does not anticipate this trend to continue as trips are increasing and Carbon has utilized all PY Act 44 reserves.</p>
<div data-bbox="885 1921 982 1984"></div> <div data-bbox="990 1879 1063 2026">Health Insurance</div>	<p>Health Insurance costs are ABOVE budget by \$780K, a 16.54% increase from current budget projections.</p> <p>YTD claims paid continue to run above budget projections</p> <p>LB now anticipates the health insurance costs to continue above budget through the end of the fiscal year due to the increase in claims processed through the end of May 2022.</p>
<div data-bbox="1161 1911 1242 1995"></div> <div data-bbox="1266 1890 1307 2026">Subsidy</div>	<p>Current fiscal year TOTAL subsidy is \$30,711,350 a 1.42% increase from current budget projections.</p> <p>As of April 30th, LANTA has utilized all ARPA federal funds to subsidize the Authority's payroll and security costs.</p> <p>LB still anticipates FYE ACT 44 reserves to be in excess of \$18M. Act 44 reserves will continue to subsidize any deficit for the paratransit division and any deficit on the fixed route division after the application of federal, state and local subsidies for LANTA's program of projects.</p>

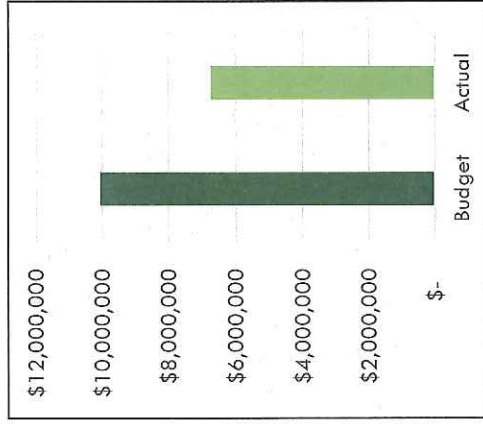


Total Revenues – May 2022

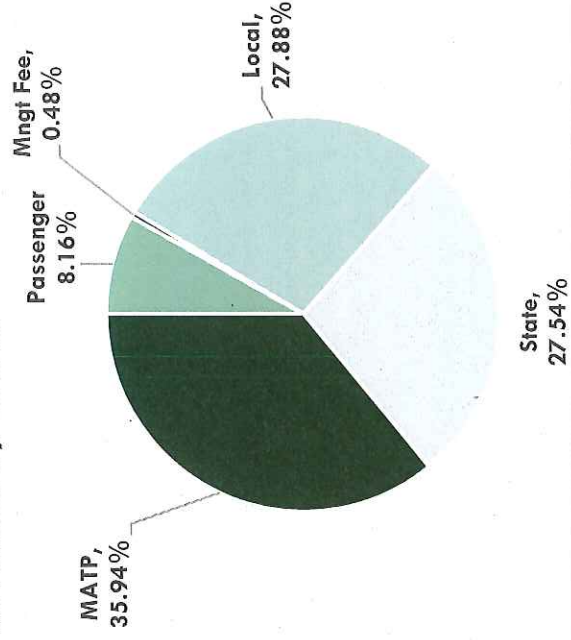


FYTD Revenues

Budget \$10,068,856
Actual \$6,742,029
Variance \$(3,326,827), -33.04%

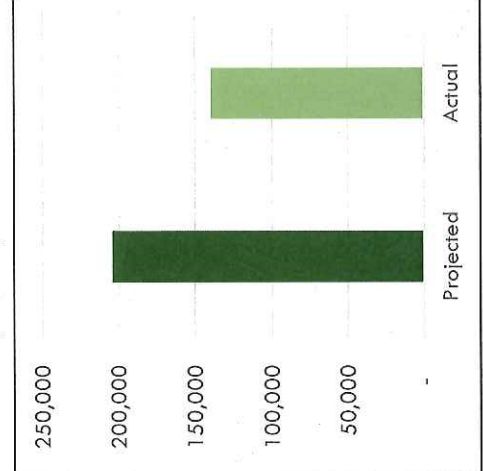


Revenues By Source

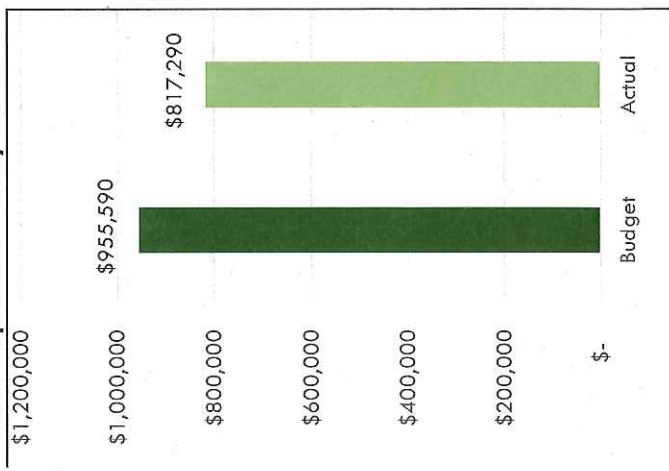


FYTD Ridership

Projected 224,752
Actual 139,589
Variance (64,731), -31.68%

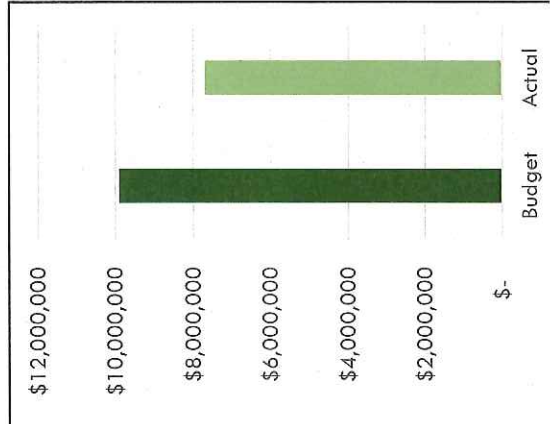


Total Expenses – May 2022



FYTD Expenses

Budget \$9,904,510
Actual \$7,693,649
Variance \$2,210,861, +22.32%







Subsidy by Source



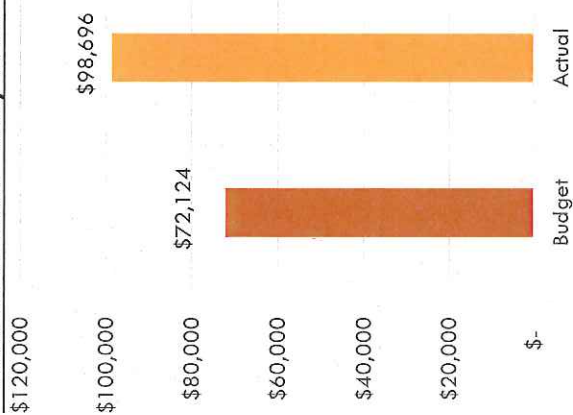
REV & SUBSIDY

State

Key Areas	Notations
 Labor & Fringes	<p>Labor and Fringe Benefits are BELOW budget by approximately \$143K, a 10.45% combined decrease from the current year budget projections.</p> <p>Labor and fringe expenses in relation to Carbon Transit will be allocated to Carbon effective January 1, 2022.</p> <p>LV anticipates Labor and Fringe Benefit costs to continue below budget projections.</p>
 Purchased Transportation	<p>Purchased Transportation is BELOW budget by approximately \$1.9M, a 23.71% decrease from the current year budget projections.</p> <p>Purchased Transportation continues below budget due to decreased ridership levels and the proper allocation of fuel costs for Carbon Transit.</p> <p>LV anticipates the Purchased Transportation expense area will remain below budget through fiscal year end.</p>
 Rent	<p>Rent expense is BELOW budget by approximately \$177K, a 62.13% decrease from the current year budget projection.</p> <p>This is due to the current year budget projection which anticipated lease payments on new paratransit facility to begin July 1, 2022</p> <p>LV rent expense will close out the current fiscal year below budget due to the delayed tenancy of the new paratransit facility.</p>
 Subsidy	<p>YTD DEFICIT is \$951,619</p> <p>PennDOT approved the use of State Operating Assistance to offset CY and PY operating deficits on LANtaVan .</p> <p>YTD unfunded DEFICIT is \$0.</p>

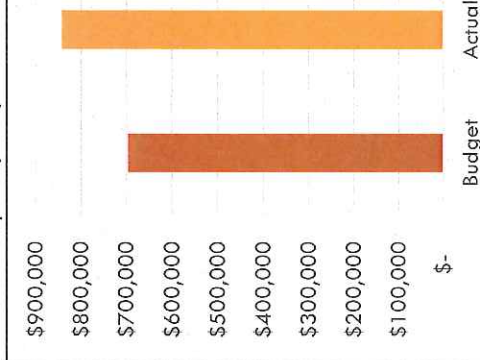


Total Revenues – May 2022

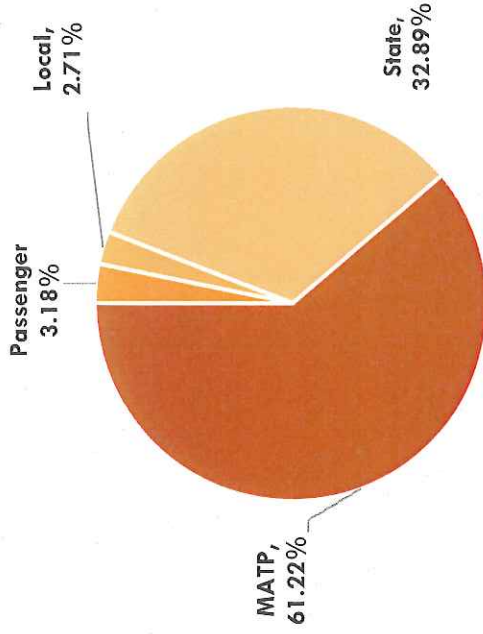


FYTD Revenues

Budget \$842,339
 Actual \$695,938
 Variance \$146,401, +21.04%

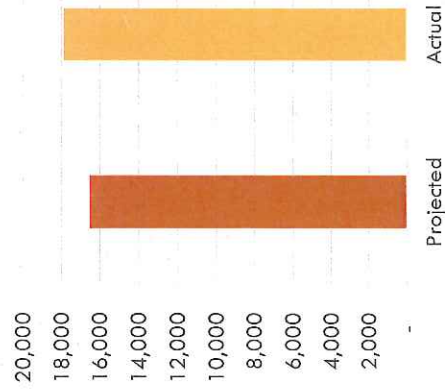


Revenues By Source

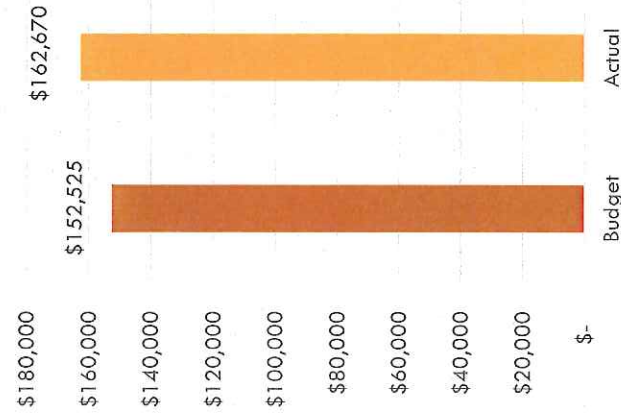


FYTD Ridership

Projected 16,524
 Actual 17,867
 Variance 1,343, +8.13%

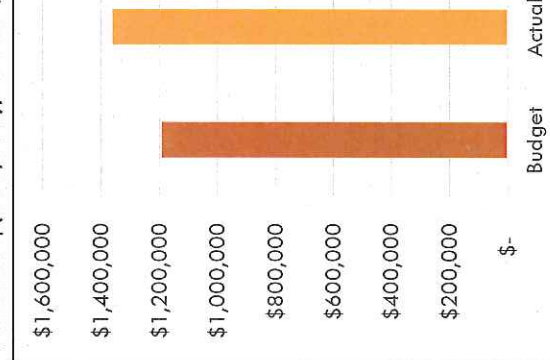


Total Expenses – May 2022

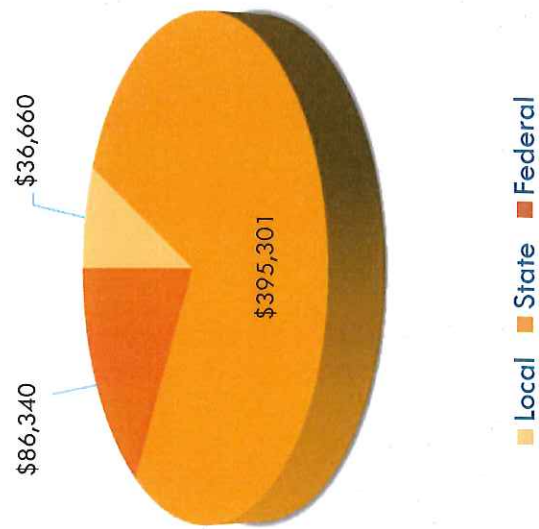


FYTD Expenses

Budget \$1,360,639
 Actual \$1,191,262
 Variance \$(169,377), -14.22%



Subsidy by Source



EXPENSES

\$1,360,639





REV & SUBSIDY

SUBSIDY \$518,300

\$842,339



Key Areas	Notations
 Labor & Fringes	<p>Labor and Fringe expenses are ABOVE budget by approximately \$88K.</p> <p>Due to the MCA that went into effect as of Jan 1, Carbon will now incur labor and fringe expense.</p> <p>Current year budget projections anticipated Management Contract to carry through the end of the fiscal year.</p>
 Purchased Transportation	<p>Purchased Transportation is ABOVE budget by \$136K, a 13.24% 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 proper fuel cost allocation.</p>
 Materials	<p>Materials and Supplies are ABOVE budget by approximately \$6K, a 67.86 percent increase from current year budget projections.</p> <p>This is due to the purchase of additional ticket stock and other pre-printed forms.</p> <p>CT anticipates materials and supplies to be in line with budget projections as the year progresses.</p>
 Subsidy	<p>Current YTD DEFICIT is \$518,300. Total subsidy is ABOVE CY projections by 4.64%</p> <p>YTD, Local and State subsidies are above CY budget projections due to the increase in local match and the reversal of Federal Operating Assistance per PennDot directive.</p> <p>CT anticipates utilizing all PY Act 44 reserves and the CY FY22 Act 44 fund allocation to subsidize the CY operations .</p>

June 30, 2022, Preliminary Fiscal Year End – Items of Interest

LANTA's FY22 Audit will occur September 6th through September 16th, 2022. RKL, LLP anticipates being on site 2 days during that time.

LANTaBus

- Act 44 Reserve Account balance on June 30, 2022, was \$19,661,345. Preliminary June numbers have the account overfunded by approximately, \$1.8 Million.
- LANTA's line of credit balance on June 30, 2022, was \$1,227,820. Please be advised that the line of credit was paid in full on July 1st.
- LANTA's FY22 farebox revenue totals \$814,510, for Allentown and Easton combined. The amount of farebox revenue collected is 0.56 percent below GFI's annual statement of revenue collected of \$817,440.
- Total revenue for FY22 totaled approximately \$1.8M, under budget by \$565K.
 - Passenger Revenue \$1.1M – Under budget \$525K
 - Special Transit Fares (RSA) \$127K – Under budget \$83K
 - Advertising Revenue \$435K – Over budget \$35K
- Total expenditures for FY22 totaled approximately \$36.3M, over budget by \$743K.
 - Purchased Transportation \$2.1M – Under budget \$1.3M
 - Fringe Benefits \$11.8M – Over budget by \$6K
 - Wages \$15.3M – Over budget by \$1.5M

LANTaVan

- Total revenue for FY22 totaled approximately \$7.3M, under budget by \$3.7M.
- Total expenditures for FY22 totaled approximately \$8.4M, under budget by approximately \$2.5M.
- Act 44 reserves were used to not only fund the current year deficit, but also the cumulative deficit as of June 30, 2021. Life to date deficit as of June 30, 2021, stood at \$1,566,078. Preliminary June 2022 financials have a total of \$1,091,987 in Act 44 subsidy.

Carbon Transit

- Total revenue for FY22 totaled approximately \$945K, above budget by \$153K.
- Total expenditures for FY22 totaled approximately \$1.5M, above budget by \$181K.
- Act 44 reserve prior year carry over and the total current year allocation were used to subsidize FY22 operations.
- Preliminary federal pass-through subsidy in the amount of \$127K, is below budget projections by approximately \$117K.

V. Summary of Findings

Review Area	Finding	Deficiency Code(s)	Corrective Action(s)	Response Due Date(s)	Date Closed
1. Legal	ND				
2. Financial Management and Capacity	ND				
3. Technical Capacity – Award Management	ND				
4. Technical Capacity – Program Management and Subrecipient Oversight	ND				
5. Technical Capacity – Project Management	ND				
6. Transit Asset Management	ND				
7. Satisfactory Continuing Control	ND				
8. Maintenance	ND				
9. Procurement	D	<p>P9-1, Recipient has A&E procurement deficiencies</p> <p>LANTA sought to retain on-call services to provide architectural/engineering services. The procurement was structured based on Brooks Act requirements, where LANTA sought vendor qualifications. After evaluating these qualifications, LANTA executed agreements with the top three firms. After completing this selection process, LANTA let task order awards, predicated on all vendors submitting proposals regarding qualification and price. The fundamental elements of the Act, whether awarding a contract or a task order, require LANTA to make awards only based on qualifications. Price negotiation can only take place with the top-ranked firm; should such negotiation prove unsuccessful, LANTA can negotiate with the second-ranked firm on that task order. LANTA did not adhere to</p>	<p>The recipient must submit to the FTA regional office a list of all active FTA-funded A/E task orders issued based on competition among the selected vendors where both qualifications and price were considered in the task order award. The recipient must provide the FTA regional office procedures for implementing qualifications-based procurement procedures when using FTA assistance to contract for A&E services. For the next procurement of A/E services, the recipient must submit to the FTA regional office documentation that the required process was implemented.</p>	September 18, 2022	

Review Area	Finding	Deficiency Code(s)	Corrective Action(s)	Response Due Date(s)	Date Closed
		Brooks Act procedures in its task order process.			
10. Disadvantaged Business Enterprise	D	<p>DBE6-1, DBE goal achievement analysis and correction action plan not completed</p> <p>During the review, an examination of LANTA's semi-annual DBE reports indicated that the recipient's DBE goal was not met in three of the four years encompassed in this review cycle. Only in FY 2019 did awards and commitments exceed the goal. When a recipient fails to meet its DBE goal, it is obligated to prepare a shortfall analysis that analyzes the reasons for the difference and identifies specific steps and milestones to correct the problems to enable the recipient to meet its goal in the new fiscal year. LANTA did not prepare the required shortfall analyses.</p>	The recipient must submit to the FTA RCRO the required analyses and corrective action plans for the missing year(s), along with a written process to ensure proper computation of goal attainment and that future shortfall analyses are completed and retained on file for review (LANTA is not a top 50 transit agency).	August 18, 2022	
11. Title VI	ND				
12. Americans with Disabilities Act (ADA) – General	ND				
13. ADA – Complementary Paratransit	D	<p>ADA-CPT2-2, Eligibility letter deficiencies</p> <p>ADA regulations require that all eligibility determination letters, if denying paratransit eligibility, follow the guidance in Appendix D to § 37.125. FTA notes: "the reasons must specifically relate the evidence in the matter to the eligibility criteria of this rule and the entity's process. A mere recital that the applicant can use fixed route transit is not sufficient." While LANTA provides the applicant the full report from the in-person assessment, many applicants with disabilities, particularly cognitive disabilities, may be unable to determine specific reasons for the denial. A review of a sample of recent denial letters indicated that the individuals conducting the in-person assessments demonstrated inconsistent practices concerning the creation of a concise narrative summary of the assessment</p>	The recipient must amend the current template letter to include the summary (or similar rationale) for why the application was denied or why something other than conditional or temporary eligibility was granted. The recipient must submit to the RCRO the revised template letter and evidence that the letter is being utilized in communicating eligibility decisions.	September 17, 2022	

Review Area	Finding	Deficiency Code(s)	Corrective Action(s)	Response Due Date(s)	Date Closed
		outcome. Thus, while the full assessment reports are provided to the applicant, LANTA does not provide a clear description of the rationale for denying eligibility in the resulting transmittal letter.			
		<p>ADA-CPT5-1, Unreasonable no-show suspension</p> <p>LANTA has an administrative process to temporarily suspend paratransit users who exceed a specified number of no-shows during a specific timeframe. The policy is progressive, establishing longer penalties based on more frequent numbers of no-shows. However, LANTA does not take into account the frequency of utilization of the paratransit system in making these assessments.</p> <p>In establishing whether the paratransit user has established a pattern or practice of excessive no-shows, LANTA is obligated to take into account the frequency of usage of the paratransit program by the individual. Distinctions are drawn between a passenger who rides the system 10 times a month and accumulates three no-shows from the user who rides the system 30 times a month and accumulates three no-shows. Current LANTA policy is based on an absolute number of no-shows and does not take usage into account in determining suspensions.</p>	The recipient must submit to the RCRO a revised suspension policy that takes into account both absolute numbers of no-shows and the frequency of use of the paratransit program to establish a user's pattern or practice of excessive no-shows.	September 17, 2022	
14. Equal Employment Opportunity	ND				
15. School Bus	ND				
16. Charter Bus	ND				
17. Drug-Free Workplace	ND				
18. Drug and Alcohol Program	ND				
19. Section 5307 Program Requirements	ND				

Review Area	Finding	Deficiency Code(s)	Corrective Action(s)	Response Due Date(s)	Date Closed
20. Section 5310 Program Requirements	NA				
21. Section 5311 Program Requirements	NA				
22. Public Transportation Agency Safety Plan	DD				
23. Cybersecurity	ND				

The metrics used to evaluate whether a recipient is meeting the requirements for each of the areas reviewed are: Deficient (D)/Not Deficient (ND)/Not Applicable (NA)



LANtaBus Rider Experience & Planning Committee

Agenda

August 16, 2022

1. Courtesy of the Floor
 2. LANtaBus Rider Experience Dashboard Report
 3. Report on Initiatives
 - A. Service Planning Update
 - B. Major Developments Outreach
 - C. Marketing & Outreach Efforts
 4. Other Business
 - A. Fare Structure Study Update
 - B. EBS Implementation Study Update
 5. Adjournment
-



LANtaBus Rider Experience Dashboard - April - June 2022-Q4

Tuesday,

Metric	Q4 FY 22	YTD FY 22	YTD FY 21	% Change
Ridership LANtaBus	777,796	2,765,903	2,636,010	4.93
Senior Ridership	109,333	388,191	380,335	2.07
Ridership LANtaFlex	2,285	7,197	3,999	79.97
Senior Ridership LANtaFlex	636	2,261	1,516	49.14
Total Ridership	780,081	2,773,100	2,640,009	5.04
Total Senior Ridership	109,969	390,452	381,851	2.25
Passenger Revenue (\$)	88,470	969,034	1,097,020	-11.67
	YTD FY 22	Benchmark	% Diff	
Riders per revenue hour	10.0	19	-47.32	
Revenue/Revenue Hour (\$)	1.14	19.56	-94.2	

	Current Quarter			Previous Quarter		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Avg daily call volume (LANTA Call Center)	132	51	36	130	57	29
Avg wait time (LANTA Call Center)	0:37	0:20	0:28	0:45	0:38	0:32
	Current Quarter		Previous Quarter		Past Quarter	
	Calls	% of Total	Calls	% of Total	Calls	% of Total
Purpose of Call Breakdown						
Call Type						
Complaints	372	2.7%	238	1.5%	298	1.53%
Bus Times	3276	23.6%	3792	24.0%	4441	22.82%
Where is the Bus	123	0.9%	88	0.6%	51	0.26%
Why is the Bus Late	10	0.1%	6	0.0%	6	0.03%
What Bus to Take	391	2.8%	422	2.7%	247	1.27%
Hang Up/ Dead Air	314	2.3%	346	2.2%	555	2.85%
Applications	135	1.0%	54	0.3%	29	0.15%
LANtaVan/ECC	8423	60.6%	9903	62.8%	12835	65.95%
Fares/Tickets	139	1.0%	132	0.8%	74	0.38%
Directions	3	0.0%	3	0.0%	5	0.03%
Transfers to Other Dept	107	0.8%	71	0.5%	351	1.80%
Mailed Schedules	47	0.3%	42	0.3%	71	0.36%
Other(lost & found, detours, etc.)	561	4.0%	673	4.3%	499	2.56%
Total Calls	13,901	100.0%	15,770	100.0%	19,462	100.0%
Passenger Trips per Complaint	2,091					

On Time response to LANtaBus complaints	No open complaints more than 8 days old
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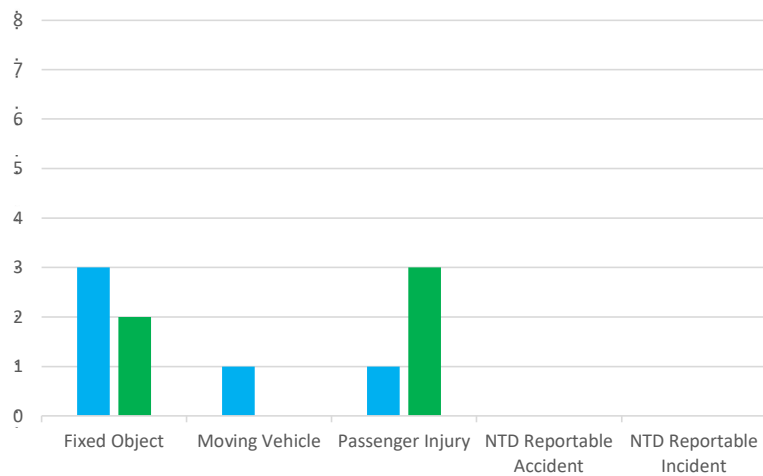
Metrics

LANtaBus OPERATIONS FIGURES				
Safety Performance				
	Total	Chargeable		
Number Vehicle Collisions	33	16		
Number of NTD Reportable Collisions	1	1		
Number of On-Board Incidents	9	4		
Number of NTD Reportable Incidents	0	0		
	Current Q	Benchmark	Previous Q	Prior Q
Rev Miles between Collisions/Incidents	24,880	15,500	19,083	28,095
Rev Miles between Chargeable Collisions/Incidents	51,314	31,000	42,183	62,674
Service Reliability	On-Time	Early	Late	Benchmark
LANtaBus On Time %	83.0%	9.0%	8.0%	80%
Missed Scheduled LANtaBus Trips	0			
		Psngr Trips Per Complaint Type		
Rider Comfort/Experience	Type	Current Q	Previous Q	Prior Q
Complaints regarding driver courtesy	46	16,909	10,259	9,858
Rider complaints about OTP/route adherence	122	6,375	4,306	4,244
HVAC related customer complaints	1	777,796	697,631	640,792
Transit App Usage	Current Q	Previous Q		
Transit App Users	5,932	4,090		
Downloads to Mobile Device	1,381	885		
Service Alert Subscribers	855	547		
Passes Purchased	794	255		

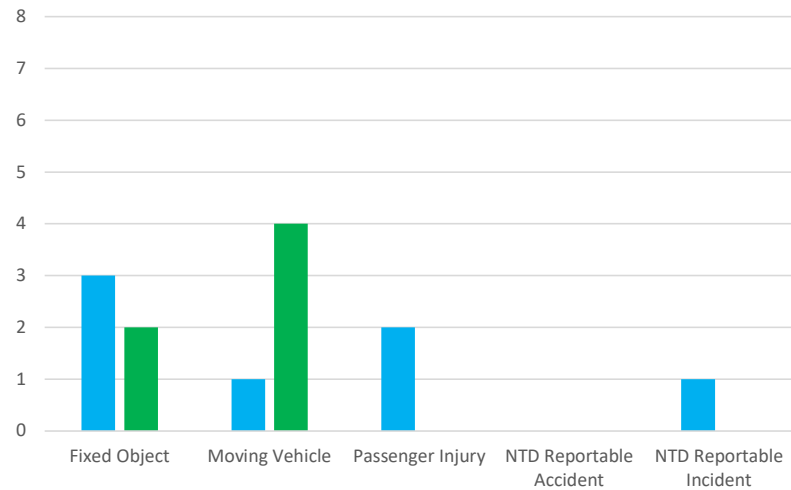
April 2022/2021 Comparison

- Preventable Events
- Non-Preventable Events

Event Summary April 2022

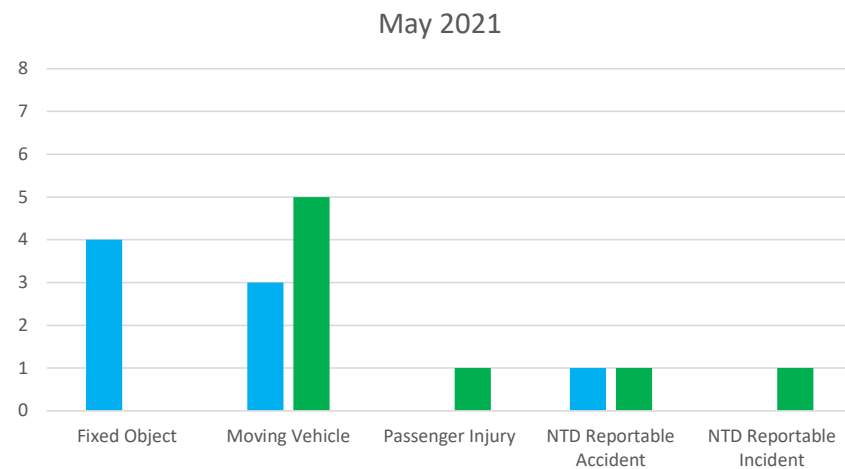
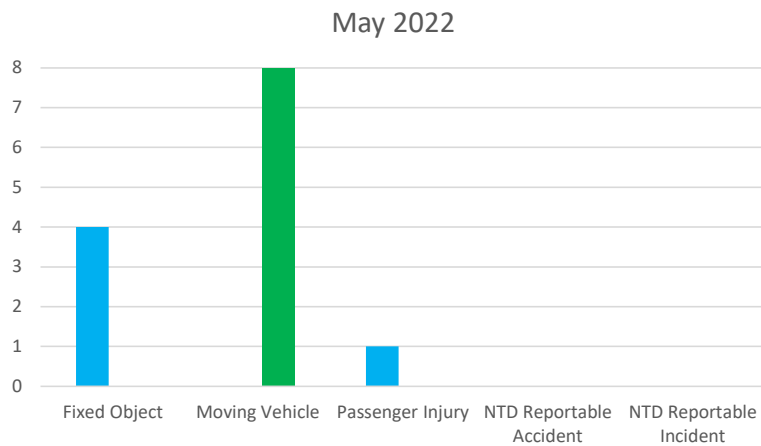
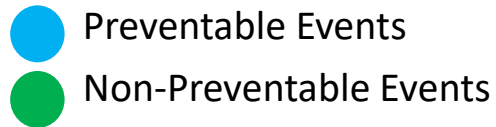


Event Summary April 2021



Comparing April 2022 against April 2021, events with fixed objects remain identical. April 2022 shows a decrease in non-preventable events involving moving vehicles. April 2022 also indicates a decrease in the NTD reportable events.

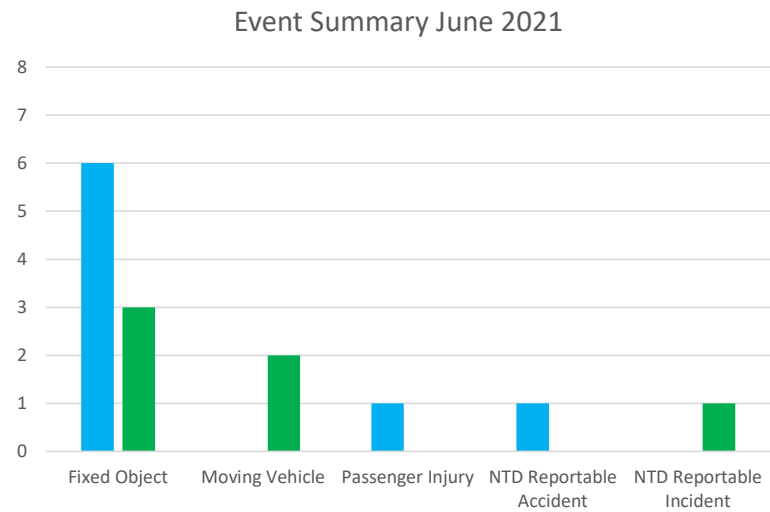
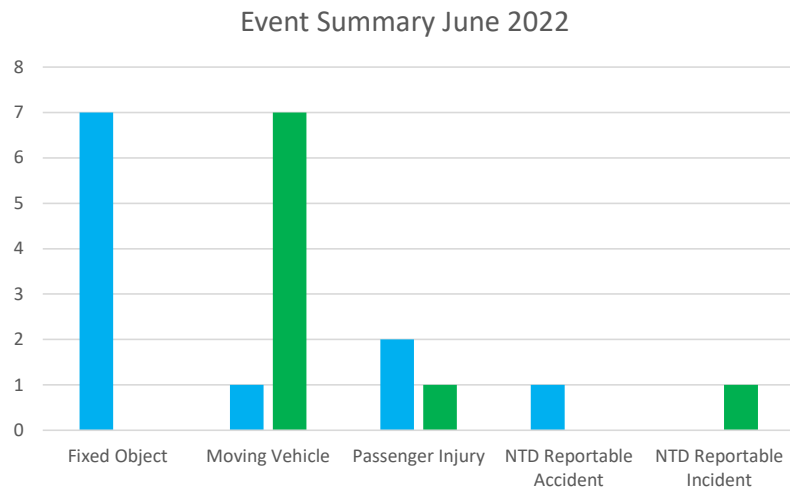
May 2022/2021 Comparison



Comparing May 2022 against May 2021, events with fixed objects remain identical. The events involving moving vehicles remain at eight each year; however, the ratio swings to non-preventable. Passenger injury also remains the same; but May 2022 shows the injury as a preventable event. May 2022 shows a decrease in NTD reportable events.

June 2022/2021 Comparison

- Preventable Events
- Non-Preventable Events



Comparing June 2022 to June 2021 shows an increase in collisions and on-board incidents while NTD reportable events did not change.