



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

LANTA Board of Directors Meeting Minutes

January 10, 2023

LANTA Administrative Offices, Allentown, PA

Members Attending: Matt Malozi – Chair of the Authority; Mike Lichtenberger – Vice Chair of the Authority; and Fred Williams – Treasurer of the Authority.

Members Attending via Webinar/Teleconference: Becky Bradley – Secretary of the Authority; Kim Schaffer; and Amy Beck.

Members Absent: Holly Edinger; Cordelia Miller; Sheila Alvarado; Jennifer Ramos.

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

Public Attending: Maurice Welo; Terri Klotz; and Sarah Updike.

Public Attending via Webinar/Teleconference: None.

1. Call to Order

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

2. Public Comment

As part of Public Comment, Terri Klotz, LANTA Bus Operator, expressed the opinion that the work schedules for bus operators are too complicated in that they include too many routes, and that running times are too tight. Sarah Updike, LANTA Bus Operator, expressed the same opinion. Terri Klotz also noted that she had not received a uniform order she had submitted in the prior year.

Mr. O’Neil responded that with the significant population growth and land development in the region, along with growing traffic, there are many factors that need to be balanced when assembling the schedules and LANTA staff continuously monitor and analyze running time needs. The Planning Department also regularly meets with the Union to discuss

schedules and makes every attempt to incorporate driver comments received through input forms. Mr. O'Neil also noted that staff would investigate Ms. Klotz's uniform order.

Mr. Malozi thanked Ms. Klotz and Ms. Updike for attending the meeting and noted that the Board very much appreciates input from LANTA Bus Operators and takes their comments seriously.

3. Approval of the Minutes

The minutes of the December 13, 2022 Board of Directors meeting were approved on a motion made by Mr. Williams and seconded by Ms. Bradley.

4. Report of the Chair

As part of the Report of the Chair, Mr. Malozi noted the important role of the Board to act as advocates for LANTA when speaking to stakeholders. The prospect for a longer-term funding solution that allows LANTA to continue growing the system to meet regional needs after the COVID relief funds have been exhausted is a top priority to communicate.

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 that day prior to the Board of Directors meeting. As part of the agenda, staff presented the financial statements for the LANtaBus, LANtaVan, and Carbon Transit operating divisions for November 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 Mr. Lichtenberger, the Board voted to approve the LANtaBus, LANtaVan, and Carbon Transit financial statements for November 2022, subject to audit.

Staff provided a recommendation to award a purchase contract for a Maintenance Information System based on a Request for Proposals process. A summary of the recommendation and the process followed is included in the meeting packet.

On a motion made by Mr. Williams and seconded by Ms. Schaffer, the Board voted to award the purchase contract for the Maintenance Information System to Asset Works, Inc. of Wayne, PA.

Staff presented a local match commitment resolution which is required for annual PennDOT capital grants. The resolution is included in the meeting packet.

On a motion made by Mr. Williams and seconded by Ms. Schaffer, the Board voted to approve the Local Match Certification Board Resolution as presented and authorize a Board officer to sign the resolution.

Mr. Williams also noted that the annual audit had been finalized. He thanked Ms. Ozoa and the Finance Department staff for their work on the audit. He also noted that copies of the audit report are available to Board members upon request.

Mr. Williams then concluded his report.

- B. LANtaBus Rider Experience Committee – Ms. Shaffer, Chair of the LANtaBus Rider Experience Committee, reported that the Committee did not meet in January and that the next meeting of the Committee is scheduled for Tuesday February 14.
- C. Capital Asset Management Committee – Ms. Bradley, Chair of the Capital Asset Management Committee, reported that the Committee did not meet in January and that the next meeting of the Committee is scheduled for Wednesday March 8.
- D. LANtaVan & Accessibility Committee – Mr. O’Neil reported that the LANtaVan & Accessibility Committee did not meet in January and the next meeting of the Committee is scheduled for Wednesday March 15.

6. Other Items

None

7. Adjournment

The meeting was adjourned at 12:25 p.m.

Respectfully Submitted

A handwritten signature in blue ink, appearing to read "Becky Bradley", with a stylized, cursive script.

2/14/2023

Becky Bradley
Secretary

Date



Lehigh and Northampton Transportation Authority

**LANTA Board Meeting
Agenda
January 10, 2023**

1. Call to Order
 2. Public Comment
 3. Approval of the Minutes – December 13, 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 November 2022, subject to audit
 - b. Contract Award – Maintenance Information System
 - c. PennDOT Consolidated Capital Grant Local Match Certification Board Resolution
 - 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
January 10, 2023**

1. Call to Order
 2. Public Comment
 3. Review and Recommendation – Financial Statements November 2022 subject to audit
 4. Procurements
 - A. Recommendation for Approval – Maintenance Information System Contract Award
 5. Actions
 - A. Review and Recommendation for Approval – PennDOT Consolidated Capital Grant Local Match Certification Board Resolution
 6. Other Items
 - None
 7. Adjournment
-



Lehigh and Northampton Transportation Authority

TO: Owen O'Neil, Executive Director and Authority Members
FROM: Nicole L. Ozoa, Director of Finance
DATE: January 10, 2023
SUBJECT: Unaudited November 2022 Financial Statement

Attached for your review are the unaudited financial statements for the period ended November 30, 2022, for LANtaBus, LANtaVan and Carbon Transit.

Items of Interest:

- The LANTA's Line of Credit Balance as of January 9th stands at \$0 of an available \$6,000,000. The balance in the combined LANTA general checking account stands at \$15K. State ACT 89 funds due to LANTA for FY 22/23 are current. The balance in the ACT 44 checking account stands at \$20,408,735. The account is currently overfunded by approximately \$897K. In addition, approximately \$6.3M are either currently owed to LANTA from State Funds or can now be drawn down from Federal Grants:
 - State Shared Ride/PWD - \$541,702 (THRU 12/31/2022)
 - Lehigh County MATP - \$238,181 (THRU 12/31/2022)
 - Northampton County MATP - \$162,542 (THRU 12/31/2022)
 - Federal Capital Funding - \$4,681,296 (THRU 12/31/2022)
 - State Capital Funding - \$698,616 (THRU 12/31/2022)
- The balance in the CT general checking account stands at approximately \$161K. The balance in the CT's Act 44 checking account stands at \$26K. The account is currently overfunded by approximately \$26K. State ACT 89 funds due to CT for FY 22/23 are current. In addition, approximately \$669K are currently owed to CT from the following sources:
 - State Shared Ride/PWD - \$77,231 (THRU 12/31/2022)
 - Carbon County MATP - \$465,147 (THRU 12/31/2022)
 - Local Operating Assistance - \$23,466 (Local Match through 12/31/2022)
 - Federal Operating Assistance - \$103,392 (LANTA OA Fy23)
- Fulton Financial ACT 72 Letter for period ended 12/31/2022 was received and all bank accounts are in compliance.
- 2021/2022 Final audit has been issued.

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 | \$634,310 | \$2,823,036 | \$2,712,561 |

The current health insurance participation census stands at 94 Employee Only; 72 Employee Plus 1; 41 Employee Plus 2; 31 Employee Plus 3 and 26 Employee Plus 4 or more.

| <u>LANtaVan Accounts Receivable Aged Invoice Report - November 30, 2022</u> | | | | | | |
|--|--------------|--------------|--------------|------------|-------------|-------------|
| | Total | Current | 30 Days | 60 Days | 90 Days | 120 Days + |
| Lehigh County MATP | \$ 125,610 | \$ 5,411 | \$ 14,945 | \$ 38,083 | \$ - | \$ 67,172 |
| Northampton County MATP | \$ 51,234 | \$ 13,880 | \$ - | \$ - | \$ - | \$ 37,354 |
| Other(PaDOT Shared Ride;PwD) | \$ 704,394 | \$ 354,086 | \$ 180,613 | \$ 151,020 | \$ 12,291 | \$ 6,384 |
| Total AR November 30, 2022 | \$ 881,238 | \$ 373,377 | \$ 195,558 | \$ 189,103 | \$ 12,291 | \$ 110,910 |
| | 100% | 42.37% | 22.19% | 21.46% | 1.39% | 12.59% |
| Total AR October 31, 2022 | \$ 1,401,214 | \$ 825,822 | \$ 307,376 | \$ 12,291 | \$ 88,834 | \$ 166,891 |
| | 100% | 58.94% | 21.94% | 0.88% | 6.34% | 11.91% |
| AR Change | \$ (519,976) | \$ (452,445) | \$ (111,818) | \$ 176,812 | \$ (76,544) | \$ (55,981) |
| | -37.11% | -54.79% | -36.38% | 1438.55% | -86.16% | -33.54% |

| <u>Accounts Payable Aged Invoice Report - November 30, 2022</u> | | | | | | |
|--|--------------|------------|------------|-----------|---------|------------|
| | Total | Current | 30 Days | 60 Days | 90 Days | 120 Days + |
| LANtaBus | \$ 1,301,145 | \$ 960,763 | \$ 108,982 | \$ 89,975 | \$ 732 | \$ 140,693 |
| LANtaVan | \$ 704,011 | \$ 694,895 | \$ 6,236 | \$ 425 | \$ 219 | \$ 2,237 |
| CCCT | \$ 161,507 | \$ 161,409 | \$ 98 | \$ - | \$ - | \$ - |

LANTABus

Year-to-date revenues for the fixed route division totals \$800,691. This represents a 28.35 percent increase from the current year budget projection of \$623,828. Fare collection revenue is currently running above budget projections by approximately \$117K. As a result of the Revenue Service Agreement with the Allentown School District, the Special Transit Fares are running above budget projections by approximately \$62K. 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 2023, once the calendar year reconciliation is complete.

Year-to-date expenses for the fixed route division totals \$16,524,284. This represents an 11.76 percent increase from the current year budget projection of \$14,784,926. For the current fiscal year period, Materials and Supplies, Services, 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. Material and Supplies is the first expense variable area to be mentioned in detail and is continuing to run above budget by approximately \$776K. This can be attributed to the current year budget projection, allocation, and costs incurred for the Vehicle Overhaul Program. The Services expense area is continuing to operate above current year budget projections by approximately \$150K. The increase can be attributed to a number items, including cost increases not anticipated during budget discussions and special projects. Purchased Transportation continues to operate above budget projections by approximately \$326K, a 25.62 percent increase above budget projections. The increase can be attributed to the increase in operating costs and less copay revenue for the ADA program.

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 \$54K, which represents a 17.94 percent budget variance. Current year budget projections were provided by our insurance carrier SAFTI.

Health insurance is self-funded and LANTA budgets based on actuarial analysis from our outside health insurance broker, BSI. YTD, the actual usage was above the anticipated scenario by approximately \$110K. LANTA has received a total of \$244,727 in Stop-Loss Reimbursements as of 11/30/2022.

Year-to-date deficit recorded on the fixed route division totals \$15,723,593. This represents an 11.03 percent increase from the current budget projection. Current total subsidies equal the deficit and include the following sources:

- Federal Subsidy- ARPA - \$9,890,222
- Federal Subsidy – All Other - \$3,340,117
- State Subsidy - \$1,964,025
- Local Subsidy - \$529,229

LANtaVan

Year-to-date revenues for LANtaVan totals \$3,733,234. This represents a 1.54 percent increase from the current year budget projection of \$3,676,615. Overall, revenue ridership has decreased approximately 2.5 percent when compared to the prior year period. The ADA program is currently running a 8.4 percent decrease; Lottery a 2.2 percent decrease and PWD a 1.5 percent increase. Local Special Fare Assistance, which represents revenue for the Area Agency on Aging, for both Lehigh and Northampton counties, and the ADA program, is above current year budget projections by 12.89 percent. ADA revenue represents the total operating costs of the ADA program less ADA co-pay fares collected. State Special Fare Assistance, which represents the revenue of the Medical Assistance Transportation Program (MATP), is 1.59 percent below current year budget projections. MATP YTD revenue has been recorded based on actual costs of the program.

Year-to-date expenses for LANtaVan totals \$4,939,259 This represents a 14.08 percent increase from the current year budget projection of \$4,329,775. The majority of the deviation continues to reside in the Purchased Transportation area. The variance within the purchased transportation area continues to relate to the decreased ridership levels and an increase in costs. The net result is approximately a \$433K, which represents a 14.65 percent negative budget variance for this area. Fuel costs are above budget projections by approximately \$110K, resulting in a 30.9 percent negative budget variance. Labor and Fringe Benefits are below current budget projections, collectively by approximately \$61K, a 10.45 percent budget variance. Currently the allocation of labor expense to LANtaVan is based on the assumptions used when projecting the FY23 budget. Finance will be meeting with those who directly work with the LANtaVan division to evaluate the current allocation used. Any changes will be reflected for January financials and forward. Remaining expense variances will continue to be monitored and investigated as warranted.

Year-to-date deficit recorded on LANtaVan totals \$1,206,024. This represents an 84.64 percent increase from the current year budget projection. Current total subsidies equal the deficit and include the following sources:

State Subsidy - \$1,206,024

Carbon Transit

Year-to-date revenues for Carbon Transit totals \$577,296. This represents a 47.04 percent increase from the current budget projection of \$392,613. 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 \$188K above budget. MATP ridership consists of three modes, Paratransit, Mileage Reimbursement and Out of County. Overall MA revenue ridership has increased 18.5 percent when compared to the prior year fiscal period. MA Out of County and MA Mileage Reimbursements are experiencing significant increases in revenue ridership, 105.7 and 48.9 percent respectively, while MA Paratransit revenue ridership has decreased 9.7 percent.

Year-to-date expenses for Carbon Transit totals \$1,072,479. This amount is 33.82 percent above the current budget projection of \$801,439. The main deviation of approximately \$195K pertains to the Purchased Transportation area and relates to the continued decreased ridership levels and increase in contract costs. Fuel costs are above budget projections by approximately \$5K, resulting in an 8.75 percent negative budget variance. Labor and fringes are above current year budget projections by 30.22 percent, collectively. Currently the allocation of labor expense to Carbon is based on the assumptions used when projecting the FY23 budget. Finance will be meeting with those who directly work with the Carbon Transit division to evaluate the current allocation used. Any changes will be reflected for January financials and forward.

Year-to-date deficit recorded on Carbon Transit totals \$495,183. This represents a 21.12 percent increase from the current year budget projection. Current total subsidies equal the deficit and include the following sources:

Federal Subsidy - \$341,550
State Subsidy – \$134,078
Local Subsidy - \$19,555

LANTaBus
Income Statement Summary
For the Period Ending November 30, 2022

| | Fiscal Year 2023 | | | | | YTD Budget Variance | |
|--|--------------------|--------------------|---------------------|---------------------|---------------------|-------------------------|----------------|
| | PTD | | YTD | | Annual | Favorable (Unfavorable) | |
| | Actual | Budget | Actual | Budget | Budget | Amount | Percent |
| Revenue | | | | | | | |
| Passenger Fares | 98,411 | 82,656 | 573,353 | 398,671 | 1,223,523 | 174,682 | 43.82% |
| Special Transit Fares | - | - | 31,974 | 33,008 | 100,000 | (1,034) | -3.13% |
| Auxiliary Transportation Revenue | 35,417 | 35,417 | 177,083 | 177,085 | 450,000 | (2) | 0.00% |
| NonTransportation Revenue | 4,602 | 3,000 | 18,281 | 15,064 | 36,000 | 3,217 | 21.35% |
| Total Revenue | 138,429 | 121,073 | 800,691 | 623,828 | 1,809,523 | 176,863 | 28.35% |
| Expenses | | | | | | | |
| Labor | 1,449,178 | 1,389,578 | 6,757,655 | 6,341,178 | 13,783,690 | (416,477) | -6.57% |
| Fringe Benefits | 921,572 | 987,353 | 4,510,710 | 4,487,559 | 12,141,847 | (23,151) | -0.52% |
| Total Labor and Fringe Benefits | 2,370,750 | 2,376,931 | 11,268,365 | 10,828,736 | 25,925,537 | (439,628) | -4.06% |
| Services | 183,472 | 125,323 | 915,314 | 764,860 | 2,213,294 | (150,454) | -19.67% |
| Fuel | 150,175 | 121,658 | 731,579 | 684,822 | 1,575,379 | (46,757) | -6.83% |
| Tires & Tubes | 12,499 | 11,809 | 54,484 | 52,261 | 123,017 | (2,223) | -4.25% |
| Materials & Supplies | 280,164 | 93,102 | 1,247,770 | 472,032 | 1,264,323 | (775,738) | -164.34% |
| Utilities | 76,389 | 43,872 | 310,654 | 304,254 | 781,700 | (6,400) | -2.10% |
| Casualty & Liability | 120,662 | 98,004 | 246,832 | 300,803 | 994,000 | 53,971 | 17.94% |
| Taxes | 271 | 375 | 1,531 | 1,646 | 3,715 | 116 | 7.02% |
| Purchase of Transportation Service | 224,130 | 204,914 | 1,599,601 | 1,273,357 | 3,053,353 | (326,244) | -25.62% |
| Miscellaneous | 19,839 | 2,500 | 107,122 | 58,583 | 220,249 | (48,539) | -82.86% |
| Interest | - | 350 | 31 | 750 | 1,000 | 719 | 95.84% |
| Leases & Rentals | 6,592 | 8,950 | 41,002 | 42,821 | 34,009 | 1,819 | 4.25% |
| Total Expenses | 3,444,943 | 3,087,788 | 16,524,284 | 14,784,926 | 36,189,576 | (1,739,359) | -11.76% |
| Gross Surplus (Deficit) | (3,306,514) | (2,966,715) | (15,723,593) | (14,161,098) | (34,380,053) | (1,562,496) | -11.03% |
| Subsidy | | | | | | | |
| Local Subsidy | 106,598 | 102,522 | 529,229 | 513,834 | 1,221,973 | (15,394) | -3.00% |
| State Subsidy | 399,440 | 431,496 | 1,964,025 | 2,345,059 | 12,321,724 | 381,034 | 16.25% |
| Federal Subsidy | 721,566 | 604,998 | 3,340,117 | 2,589,892 | 6,351,100 | (750,225) | -28.97% |
| Federal Subsidy - CRRSAA | - | - | - | - | 4,263,263 | - | #DIV/0! |
| Federal Subsidy - ARPA | 2,078,910 | 1,827,699 | 9,890,222 | 8,712,313 | 10,221,993 | (1,177,910) | -13.52% |
| Total Subsidy | 3,306,513 | 2,966,715 | 15,723,593 | 14,161,098 | 34,380,053 | (1,562,495) | -11.03% |
| Surplus (Deficit) | (0) | - | - | 0 | - | - | 0.00% |

LANtaBus
Statement of Net Assets
November 30, 2022

CURRENT ASSETS

| | |
|----------------------------|-------------------|
| Cash | \$ (270,675) |
| Accounts Receivable | 4,431,857 |
| Interdivisional Receivable | 215,024 |
| Inventories | 608,066 |
| Prepaid Expenses | 13,766,449 |
| Grants Receivable | 1,803,575 |
| Total Current Assets | <u>20,554,296</u> |

RESTRICTED ASSETS

| | |
|------|-------------------|
| Cash | <u>16,659,801</u> |
|------|-------------------|

CAPITAL ASSETS

| | |
|--|-------------------|
| Capital Assets Not Being Depreciated | 147,970 |
| Capital Assets Being Depreciated - Net | 47,242,020 |
| Total Capital Assets | <u>47,389,990</u> |

| | |
|---------------------|-----------------------------|
| TOTAL ASSETS | <u><u>\$ 84,604,087</u></u> |
|---------------------|-----------------------------|

CURRENT LIABILITIES

| | |
|------------------------------|-------------------|
| Note Payable | \$ 1,227,820 |
| Loan Payable | - |
| Interdivisional Payable | - |
| Accounts Payable | 609,842 |
| Accrued Expenses: | - |
| Wages | 1,410,928 |
| Professional Fees | 5,767 |
| Other | 1,324,067 |
| Deferred Other Funding | 26,686,799 |
| Due To Commonwealth of PA | 19,569,688 |
| Deferred Local Grant Funding | 739,734 |
| Total Current Liabilities | <u>51,574,644</u> |

NET ASSETS

| | |
|----------------------------|-------------------|
| Invested In Capital Assets | 47,392,754 |
| Unrestricted Equity | (12,367,401) |
| Restricted Equity | (1,995,910) |
| Total Net Assets | <u>33,029,443</u> |

| | |
|---|-----------------------------|
| TOTAL CURRENT LIABILITIES AND NET ASSETS | <u><u>\$ 84,604,087</u></u> |
|---|-----------------------------|

LANTA Van
Income Statement Summary
For the Period Ending November 30, 2022

| | Fiscal Year 2023 | | | | | YTD Budget Variance | |
|--|------------------|------------------|--------------------|------------------|--------------------|-------------------------|----------------|
| | PTD | | YTD | | Annual | Favorable (UnFavorable) | |
| | Actual | Budget | Actual | Budget | Budget | Amount | Percent |
| Revenue | | | | | | | |
| Passenger Fares | 35,336 | 54,749 | 186,452 | 196,256 | 560,512 | (9,805) | -5.00% |
| Non-Transportation Revenues | - | - | - | - | - | - | #DIV/0! |
| Local Special Fare Assistance | 170,181 | 248,874 | 1,131,581 | 1,002,418 | 2,801,841 | 129,163 | 12.89% |
| State Reimbursements | 178,036 | 212,462 | 862,409 | 900,012 | 2,386,330 | (37,603) | -4.18% |
| State Special Fare Assistance | 274,919 | 355,419 | 1,552,793 | 1,577,930 | 4,210,545 | (25,136) | -1.59% |
| Total Revenue | 658,472 | 871,504 | 3,733,234 | 3,676,615 | 9,959,228 | 56,619 | 1.54% |
| Expenses | | | | | | | |
| Labor | 61,427 | 57,047 | 285,849 | 321,741 | 713,852 | 35,892 | 11.16% |
| Fringe Benefits | 51,801 | 44,527 | 241,056 | 266,649 | 601,991 | 25,592 | 9.60% |
| Total Labor and Fringe Benefits | 113,228 | 101,574 | 526,905 | 588,390 | 1,315,843 | 61,484 | 10.45% |
| Services | 9,090 | 5,912 | 85,272 | 34,795 | 75,500 | (50,477) | -145.07% |
| Fuel | 85,571 | 58,395 | 466,329 | 356,250 | 759,801 | (110,079) | -30.90% |
| Tires & Tubes | - | - | - | - | - | - | 0.00% |
| Materials & Supplies | 5,507 | 935 | 52,278 | 23,459 | 39,330 | (28,819) | -122.85% |
| Utilities | 17,632 | 7,459 | 70,588 | 48,537 | 102,798 | (22,051) | -45.43% |
| Casualty & Liability | 1,083 | 1,084 | 5,417 | 5,420 | 13,000 | 3 | 0.06% |
| Taxes | - | - | - | - | - | - | 0.00% |
| Purchase of Transportation Service | 677,737 | 732,990 | 3,385,869 | 2,953,348 | 8,191,324 | (432,521) | -14.65% |
| Miscellaneous | 895 | 375 | 11,852 | 1,077 | 4,000 | (10,775) | -1000.88% |
| Interest | - | - | - | - | - | - | 0.00% |
| Rent | 70,961 | 63,700 | 334,748 | 318,500 | 764,408 | (16,248) | -5.10% |
| Total Expenses | 981,704 | 972,424 | 4,939,259 | 4,329,775 | 11,266,004 | (609,484) | -14.08% |
| Gross Surplus (Deficit) | (323,232) | (100,920) | (1,206,024) | (653,159) | (1,306,776) | (552,865) | 84.64% |
| Subsidy | | | | | | | |
| Local Subsidy | - | - | - | - | - | - | |
| State Subsidy | 323,232 | 100,920 | 1,206,024 | 653,160 | 1,306,776 | (552,864) | -84.64% |
| Federal Subsidy | - | - | - | - | - | - | |
| Total Subsidy | 323,232 | 100,920 | 1,206,024 | 653,160 | 1,306,776 | (552,864) | -84.64% |
| Surplus (Deficit) | - | - | (0) | 0 | - | 1 | 220.74% |

LANtaVan
Statement of Net Assets
November 30, 2022

CURRENT ASSETS

| | | |
|----------------------------|----|------------------|
| Cash | \$ | (8,240) |
| Accounts Receivable | | 117,032 |
| Interdivisional Receivable | | - |
| Inventories | | |
| Prepaid Expenses | | 167,199 |
| Grants Receivable | | 1,314,278 |
| Total Current Assets | | <u>1,590,269</u> |

| | | |
|--------------|----|------------------|
| TOTAL ASSETS | \$ | <u>1,590,269</u> |
|--------------|----|------------------|

CURRENT LIABILITIES

| | | |
|---------------------------|----|------------------|
| Note Payable | \$ | - |
| Loan Payable | | - |
| Interdivisional Payable | | 215,024 |
| Accounts Payable | | 765,428 |
| Accrued Expenses: | | 672,770 |
| Deferred Revenue | | (62,954) |
| Total Current Liabilities | | <u>1,590,269</u> |

NET ASSETS

| | | |
|---------------------|--|----------|
| Unrestricted Equity | | - |
| Restricted Equity | | - |
| Total Net Assets | | <u>-</u> |

| | | |
|--|----|------------------|
| TOTAL CURRENT LIABILITIES AND NET ASSETS | \$ | <u>1,590,269</u> |
|--|----|------------------|

Carbon Transit
Income Statement Summary
For the Period Ending November 30, 2022

| | Fiscal Year 2023 | | | | | YTD Budget Variance | |
|--|------------------|-----------------|------------------|------------------|------------------|-------------------------|-----------------|
| | PTD | | YTD | | Annual | Favorable (Unfavorable) | |
| | Actual | Budget | Actual | Budget | Budget | Amount | Percent |
| Revenue | | | | | | | |
| Passenger Fares | 2,348 | 2,384 | 12,443 | 12,067 | 30,417 | 376 | 3.12% |
| Non-Transportation Revenues | - | - | - | - | - | - | #DIV/0! |
| Local Special Fare Assistance | 2,184 | 2,424 | 11,410 | 11,268 | 28,747 | 141 | 1.26% |
| State Reimbursements | 26,693 | 30,769 | 134,927 | 138,349 | 363,063 | (3,421) | -2.47% |
| State Special Fare Assistance | 92,393 | 49,721 | 418,516 | 230,930 | 617,771 | 187,586 | 81.23% |
| Total Revenue | 123,618 | 85,298 | 577,296 | 392,613 | 1,039,998 | 184,683 | 47.04% |
| Expenses | | | | | | | |
| Labor | 16,913 | 9,648 | 80,032 | 61,619 | 132,827 | (18,413) | -29.88% |
| Fringe Benefits | 14,715 | 8,393 | 69,628 | 53,312 | 112,013 | (16,316) | -30.60% |
| Total Labor and Fringe Benefits | 31,628 | 18,041 | 149,660 | 114,931 | 244,840 | (34,729) | -30.22% |
| Services | 1,426 | 834 | 14,319 | 6,685 | 16,962 | (7,634) | -114.20% |
| Fuel | 19,267 | 12,322 | 86,310 | 73,971 | 165,309 | (12,339) | -16.68% |
| Tires & Tubes | - | - | - | - | - | - | 0.00% |
| Materials & Supplies | 543 | 1,104 | 9,453 | 6,005 | 17,000 | (3,448) | -57.42% |
| Utilities | 2,682 | 2,131 | 13,098 | 13,007 | 26,800 | (91) | -0.70% |
| Casualty & Liability | - | - | - | - | - | - | 0.00% |
| Taxes | - | - | - | - | - | - | 0.00% |
| Purchase of Transportation Service | 154,699 | 97,420 | 776,396 | 581,276 | 1,265,633 | (195,120) | -33.57% |
| Miscellaneous | 21 | 305 | 62 | 545 | 2,500 | 483 | 88.61% |
| Interest | - | 300 | - | 519 | 2,400 | 519 | 100.00% |
| Leases & Rentals | 4,636 | - | 23,181 | 4,500 | - | (18,681) | -415.12% |
| Total Expenses | 214,901 | 132,457 | 1,072,479 | 801,439 | 1,741,444 | (271,040) | -33.82% |
| Gross Surplus (Deficit) | (91,283) | (47,159) | (495,183) | (408,825) | (701,446) | (86,358) | -21.12% |
| Subsidy | | | | | | | |
| Local Subsidy | 3,911 | 3,911 | 19,555 | 19,555 | 46,943 | - | 0.00% |
| State Subsidy | 29,762 | 26,079 | 134,078 | 130,395 | 312,953 | (3,683) | -2.82% |
| Federal Subsidy | 57,610 | 17,169 | 341,550 | 258,875 | 341,550 | (82,675) | -31.94% |
| Total Subsidy | 91,283 | 47,159 | 495,183 | 408,825 | 701,446 | (86,358) | -21.12% |
| Surplus (Deficit) | - | - | - | (0) | - | 0 | -100.00% |

Carbon Transit
Statement of Net Assets
November 30, 2022

CURRENT ASSETS

| | | |
|----------------------------|----|------------------|
| Cash | \$ | 218,027 |
| Accounts Receivable | | 4,338 |
| Interdivisional Receivable | | 103,392 |
| Due From Carbon County | | 19,555 |
| Prepaid Expenses | | 5,561 |
| Grants Receivable | | 692,203 |
| Total Current Assets | | <u>1,043,075</u> |

| | | |
|--------------|----|------------------|
| TOTAL ASSETS | \$ | <u>1,043,075</u> |
|--------------|----|------------------|

CURRENT LIABILITIES

| | | |
|---------------------------|----|------------------|
| Note Payable | \$ | - |
| Loan Payable | | - |
| Interdivisional Payable | | 949,463 |
| Due to the Commonwealth | | |
| Accounts Payable | | 161,504 |
| Accrued Expenses | | 156,440 |
| Deferred Revenue | | 27,704 |
| Total Current Liabilities | | <u>1,295,112</u> |

NET ASSETS

| | | |
|---------------------|--|------------------|
| Unrestricted Equity | | (252,037) |
| Restricted Equity | | - |
| Total Net Assets | | <u>(252,037)</u> |

| | | |
|--|----|------------------|
| TOTAL CURRENT LIABILITIES AND NET ASSETS | \$ | <u>1,043,075</u> |
|--|----|------------------|



Lehigh and Northampton Transportation Authority

Date: January 10, 2023
To: LANTA Board of Directors
From: Sean Hastings, Procurement Coordinator
Subject: Maintenance Software and Management System

LANTA released an RFP for Maintenance Software and Management Systems on November 7, 2022, with a response deadline of December 12, 2022. Proposals were received from five (5) vendors that provided proposals for the items requested. Contractors that submitted proposals include AssetWorks, Avail Technologies Inc, EAM Solutions LLC, Collective Data, and TT Faster Asset Solutions.

Following a comprehensive review of all RFP submissions, proposals were scored by different criteria by a committee headed by Mr. Adam Yacko. Each proposal was scored on the following criteria: Responsiveness of Proposal, Qualifications of the Firm and Production Quality and Value. Upon scoring by the committee, AssetWorks was deemed the best proposal out of the five. Although the cost is not the lowest, it was determined that AssetWorks best fits LANTA's needs for the function and allows for many options that can be added in the future if needed. The cost of their proposal was \$322,012.75. Upon execution of contract this vendor will be formally awarded.

It is the committee and staff's recommendation to award the contract to AssetWorks.

| Price Analysis | | | | | |
|------------------|-----------------|-------------------------|---------------------------|--------------|--------------------|
| Reference Number | Collective Data | Avail Technologies Inc. | TT FASTER Asset Solutions | AssetWorks | EAM Solutions, LLC |
| TOTALBID | \$74,400.00 | \$148,440.00 | \$156,940.00 | \$388,012.75 | \$566,387.00 |

ASSURANCES

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

The Board of Directors of the Lehigh and Northampton Transportation Authority resolves and certifies that the requested state amount of \$0 of Section 1517.1 funds; and/or state amount of \$2,551,615 of Section 1514 state discretionary trust funds; and/or, \$318,975 of state Section 1516 CTC funds are requested for Fiscal Year 2022-2023 to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

Further the Board of Directors of the Lehigh and Northampton Transportation Authority resolves and certifies that in Fiscal Year 2022 that local, or if applicable private, cash matching funds of no less than \$85,123 will be provided to match the requested amount of state Section 1514 discretionary trust funds; and/or, that local, or if applicable private, cash matching funds of no less than \$0.00 will be provided to match the requested amount of state Section 1514 bond funds. No local matching funds are required for the requested state Section 1517 funds.

I, Fred Williams, Treasurer of the Board of Directors do hereby certify that the foregoing is a true, and correct copy of the Resolution adopted at a regular meeting of Board of Directors held the 10th day of January 2023.

Fred Williams, Treasurer

(Date)

Attested by:

Owen P. O'Neil, Executive Director

(Date)