



Lehigh and Northampton Transportation Authority

**LANTA Board Meeting
Agenda
August 8, 2023**

1. Call to Order
 2. Public Comment
 3. Approval of the Minutes – July 11, 2023 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 2023, June 2023, subject to audit
 - b. Approval – Public Transit Agency Safety Plan Annual Updates
 - c. Approval – 31-Day Pass Fare Restoration Plan
 - 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
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**LANTA Finance & Administration Committee
Agenda
August 1, 2023**

1. Call to Order
 2. Roll Call
 3. Public Comment
 4. Review and Recommendation – Financial Statements May 2023 and June 2023, subject to audit
 5. Procurements
None
 6. Actions
 - A. Recommendation for Approval – Public Transit Agency Safety Plan Annual Updates
 - B. Recommendation for Approval – 31-Day Pass Fare Restoration Plan
 7. Other Items
None
 8. Adjournment
-



Lehigh and Northampton Transportation Authority

TO: Owen O'Neil, Executive Director and Authority Members
FROM: Nicole L. Ozoa, Director of Finance
DATE: August 1, 2023
SUBJECT: Unaudited May and June 2023 Financial Statements

Attached for your review are the unaudited financial statements for the periods ending May 31, 2023 and June 30, 2023 for LANtaBus, LANtaVan and Carbon Transit.

June/FYE Items of Interest:

- The Line of Credit Balance as of June 30 stood at \$1,909,228 of an available \$6,000,000. The balance in the combined LANTA general checking account stood at \$6K. The balance in the ACT 44 checking account stood at \$21,814,039. At FYE, the account was overfunded by approximately \$811,948.
- The balance in the CCCT general checking account as of June 30 stood at approximately \$324K. Carbon's ACT 44 account stood at \$124,593. At FYE, the account was neither over or under funded.
- Fulton Bank ACT 72 Letter for period ended 6/30/2023 is on file and all bank accounts are in compliance.
- GFI Revenue Analysis YTD figures – Allentown closed the year with a YTD 1.07 negative percent variance, which amounted to a \$6,686 shortage and Easton with a YTD 1.21 negative percent variance, which amounted to a \$2,075 shortage.
- LANTA's FY23 Audit will occur August 7th through August 21st, 2023.

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	\$485,406	\$5,398,998	\$5,274,261

The current health insurance participation census stands at 112 Employee Only; 79 Employee Plus 1; 39 Employee Plus 2; 36 Employee Plus 3 and 26 Employee Plus 4 or more.

LANtaVan Accounts Receivable Aged Invoice Report - May 31, 2023

	Total	Current	30 Days	60 Days	90 Days	120 Days +
Lehigh County MATP	\$ 766,353	\$ 438,623	\$ 14,993	\$ 1,866	\$ 142,935	\$ 167,935
Northampton County MATP	\$ 209,235	\$ 262,424	\$ (24,494)	\$ (49,789)	\$ 40,843	\$ (19,749)
Other(PaDOT Shared Ride;PWD)	\$ 838,173	\$ 628,527	\$ 184,059	\$ 15,282	\$ -	\$ 10,305
Total AR May 31, 2023	\$ 1,813,761	\$ 1,329,574	\$ 174,558	\$ (32,641)	\$ 183,779	\$ 158,491
	100%	73.30%	9.62%	-1.80%	10.13%	8.74%
Total AR April 30, 2023	\$ 1,366,175	\$ 651,208	\$ 136,875	\$ 197,238	\$ 58,762	\$ 322,091
	100%	47.67%	10.02%	14.44%	4.30%	23.58%
AR Change	\$ 447,587	\$ 678,366	\$ 37,683	\$ (229,879)	\$ 125,016	\$ (163,600)
	32.76%	104.17%	27.53%	-116.55%	212.75%	-50.79%

Accounts Payable Aged Invoice Report - May 31, 2023

	Total	Current	30 Days	60 Days	90 Days	120 Days +
LANtaBus	\$ 1,488,837	\$ 1,262,345	\$ 153,915	\$ 18,812	\$ 27,748	\$ 26,017
LANtaVan	\$ 738,072	\$ 720,093	\$ 9,226	\$ 311	\$ 431	\$ 8,012
Carbon Transit	\$ 187,393	\$ 178,149	\$ 1,406	\$ 107	\$ -	\$ 7,732

LANtaBus

Year-to-date revenues for the fixed route division total \$1,813,031. This represents a 12.52 percent increase from the current year budget projection of \$1,611,302. Fare collection revenue of \$1,172,344 is currently running above budget projections by approximately \$70K, a 6.34 percent increase from the current budget projection of \$1,102,438. The Special Transit Fares section, which includes those revenues generated from LANTA's Route Service Agreements, continues above the anticipated budget amount by approximately \$89K. Advertising Revenue will continue to run above the current year budget projection amount by approximately \$23K.

Year-to-date expenses for the fixed route division total \$39,111,369. This represents a 15.26 percent increase from the current year budget projection of \$33,932,487. For the current fiscal year, Materials and Supplies, Purchased Transportation, Casual and Liability Insurance, and Utilities continue as the top expense variables contributing to the largest budget variances. These categories, as well as all variables, will be continually monitored with further investigation occurring as required. The first area to be examined in detail is the area of Materials and Supplies. Materials and Supplies are above current year budget projections by approximately \$1.5M. This continues to be attributed to a too conservative approach to the current year budget projection, and inflationary cost increases for required materials. The second area of variance to be detailed is Purchased Transportation. As noted previously, the Purchased Transportation expense consists of the total operating costs for the ADA program and the costs of the Flex Service. The P/T expense line item is currently above budget projections by approximately \$204K. The third area of variance to be detailed is Casualty and Liability Insurance. Current year expense for both Physical Damage and Liability and Property Damage insurance is running approximately \$70K below budget. The projection of the insurance liabilities is received from our carrier, SAFTI. Approximately \$90K of insurance recoveries were received YTD which helped reduce costs further. Insurance recoveries are booked when received and are not budgeted. The next area to be detailed is Utilities. Utilities are running above current budget projections by approximately \$214K. Currently the Utilities section is compiled by not only the utilities for the Allentown and Easton facilities but also the Allentown, Bethlehem, and Easton Transit Centers. All overhead costs for each transit center are recorded under the Utilities section. There have been several increases in supplier costs for all locations. In addition, improvements to each of the transit centers were not capitalized projects, therefore the total costs for those improvements were recorded as an operating expense.

Year-to-date deficit recorded on the fixed route division totals \$37,298,338. This represents a 15.40 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 – CRRSAA - \$4,263,263
- Federal Subsidy – All Other - \$7,811,896
- State Subsidy - \$13,900,722
- Local Subsidy - \$1,100,464

LANTaVan

Year-to-date revenues for LANTaVan total \$8,668,866. This represents a 4.23 percent decrease from the current year budget projection of \$9,051,514. MATP YTD revenue of \$3,736,024, has been recorded based on actual costs and is currently showing a 2.10 percent decrease from YTD budget projections of \$3,816,190. ADA revenue of \$2,386,026 has been recorded based on the actual costs of the ADA program and is showing a 1.53 percent decrease from YTD budget projections of \$2,423,093. Shared Ride and PWD revenue of \$2,029,986, which represents the allowable reimbursement amount for each program, shows a 6.41 percent decrease from the current year budget projections of \$2,168,911, collectively.

Year-to-date expenses for LANTaVan total \$11,186,173. This represents a 9.19 percent increase from the current year budget projection of \$10,245,023. Services, Fuel, Materials and Supplies along with Purchased Transportation continue as the top expense variables experiencing the largest budget variances. Services are currently above budget projections by approximately \$185K. The Authority anticipates this trend to continue as proper expense allocation and recognition for computer and technical services as a result of the transition to Transdev and new software. The fuel expense category is currently over budget by approximately \$243K. With the continued erratic fuel pricing, the Authority anticipates this category to be approximately \$262K above budget at fiscal year-end. The Materials and Supplies expense line is currently above budget projections by \$30K. This is due to unforeseen vehicle expenditures LANTA had agreed to pay as a result of the transition to Transdev and which were not anticipated at the time of budget preparations. Lastly, the Purchased Transportation area continues to operate above budget projection by approximately \$336K, which represents a 4.53 percent budget variance. 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 LANTaVan totals \$2,517,307. Current total subsidies include the following sources:

State Subsidy – \$2,517,307

Carbon Transit

Year-to-date revenues for Carbon Transit total \$1,339,015. This represents a 44.11 percent increase above the current year-to-date budget projection of \$929,144. MATP revenue is approximately \$459K above the current year's budget projection. YTD completed revenue trips have increased approximately 8% from the prior year period with ADA, MATP and PWD showing the largest increases in trips.

Year-to-date expenses for Carbon Transit totals \$2,322,273. This represents a 44.45 percent variance above the current year budget projection of \$1,607,631. The main deviation of approximately \$574K pertains to the Purchased Transportation area. Due to a slower than anticipated return to pre-COVID service levels and the increase in subcontractor costs, the Authority anticipates the P/T area to close the fiscal year approximately \$656K above budget. The Authority continues to assess current transportation trends to create cost-saving alternatives for the near future. 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 total \$983,258. Current total subsidies are sufficient to cover the YTD deficit and include the following sources:

Federal Subsidy - \$341,550

State Subsidy – \$598,681

Local Subsidy - \$43,027

LANTaBus
Income Statement Summary
For the Period Ending May 31, 2023

	Fiscal Year 2023					YTD Budget Variance	
	PTD		YTD		Annual Budget	Favorable Amount	Percent
	Actual	Budget	Actual	Budget			
Revenue							
Passenger Fares	106,948	120,328	1,172,344	1,102,438	1,223,523	69,906	6.34%
Special Transit Fares	-	33,893	155,987	66,901	100,000	89,086	133.16%
Auxiliary Transportation Revenue	39,583	44,701	432,044	408,899	450,000	23,145	5.66%
NonTransportation Revenue	4,747	3,000	52,656	33,064	36,000	19,592	59.26%
Total Revenue	151,278	201,922	1,813,031	1,611,302	1,809,523	201,728	12.52%
Expenses							
Labor	1,500,984	816,501	15,787,185	13,080,495	13,783,690	(2,706,690)	-20.69%
Fringe Benefits	1,724,854	623,856	11,828,512	11,363,742	12,141,847	(464,771)	-4.09%
Total Labor and Fringe Benefits	3,225,838	1,440,357	27,615,698	24,444,237	25,925,537	(3,171,461)	-12.97%
Services	207,283	171,797	2,034,165	2,007,856	2,213,294	(26,309)	-1.31%
Fuel	137,707	100,171	1,529,044	1,444,090	1,575,379	(84,954)	-5.88%
Tires & Tubes	11,384	8,525	123,896	114,492	123,017	(9,404)	-8.21%
Materials & Supplies	359,192	52,905	2,714,629	1,200,199	1,264,323	(1,514,430)	-126.18%
Utilities	90,232	62,014	942,937	728,477	781,700	(214,460)	-29.44%
Casualty & Liability	33,967	87,668	836,858	906,332	994,000	69,474	7.67%
Taxes	1,882	411	6,631	3,269	3,715	(3,362)	-102.84%
Purchase of Transportation Service	236,491	229,418	3,031,559	2,827,264	3,053,353	(204,295)	-7.23%
Miscellaneous	16,486	18,765	193,443	210,867	220,249	17,424	8.26%
Interest	281	138	5,563	1,000	1,000	(4,563)	-456.34%
Leases & Rentals	5,518	10,394	76,945	44,403	34,009	(32,542)	-73.29%
Total Expenses	4,326,260	2,182,564	39,111,369	33,932,487	36,189,576	(5,178,882)	-15.26%
Gross Surplus (Deficit)	(4,174,982)	(1,980,642)	(37,298,338)	(32,321,185)	(34,380,053)	(4,977,153)	-15.40%
Subsidy							
Local Subsidy	126,841	76,945	1,100,464	1,119,622	1,221,973	19,158	1.71%
State Subsidy	2,307,071	972,459	13,900,722	11,432,525	12,321,724	(2,468,197)	-21.59%
Federal Subsidy	1,599,513	189,202	7,811,896	5,283,782	6,351,100	(2,528,114)	-47.85%
Federal Subsidy - CRRSAA	141,557	742,036	4,263,263	4,263,263	4,263,263	-	0.00%
Federal Subsidy - ARPA	-	-	10,221,993	10,221,993	10,221,993	-	0.00%
Total Subsidy	4,174,982	1,980,642	37,298,338	32,321,185	34,380,053	(4,977,153)	-15.40%
Surplus (Deficit)	(0)	-	-	0	-	-	0.00%

LANTaBus
Statement of Net Assets
May 31, 2023

CURRENT ASSETS		
Cash	\$	(266,403)
Accounts Receivable		948,089
Interdivisional Receivable		562,147
Inventories		860,196
Prepaid Expenses		13,829,959
Grants Receivable		5,788,471
Total Current Assets		<u>21,722,460</u>
RESTRICTED ASSETS		
Cash		<u>19,133,665</u>
CAPITAL ASSETS		
Capital Assets Not Being Depreciated		147,970
Capital Assets Being Depreciated - Net		<u>47,242,020</u>
Total Capital Assets		<u>47,389,990</u>
TOTAL ASSETS	\$	<u>88,246,115</u>
CURRENT LIABILITIES		
Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		-
Accounts Payable		1,110,136
Accrued Expenses:		-
Wages		3,366,048
Professional Fees		24,454
Other		535,983
Deferred Other Funding		26,691,815
Due To Commonwealth of PA		21,243,500
Deferred Local Grant Funding		165,826
Total Current Liabilities		<u>53,137,761</u>
NET ASSETS		
Invested In Capital Assets		47,392,754
Unrestricted Equity		(12,367,401)
Restricted Equity		83,000
Total Net Assets		<u>35,108,353</u>
TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>88,246,115</u>

LANTA Van
Income Statement Summary
For the Period Ending May 31, 2023

	Fiscal Year 2023					YTD Budget Variance	
	PTD		YTD		Annual Budget	Favorable (Unfavorable) Amount	Percent
	Actual	Budget	Actual	Budget			
Revenue							
Passenger Fares	32,883	51,174	423,120	508,580	560,512	(85,460)	-16.80%
Non-Transportation Revenues	-	-	-	-	-	-	#DIV/0!
Local Special Fare Assistance	225,175	261,974	2,479,736	2,557,833	2,801,841	(78,097)	-3.05%
State Reimbursements	212,331	215,231	2,029,986	2,168,911	2,386,330	(138,925)	-6.41%
State Special Fare Assistance	354,466	378,173	3,736,024	3,816,190	4,210,545	(80,166)	-2.10%
Total Revenue	824,855	906,552	8,668,866	9,051,514	9,959,228	(382,648)	-4.23%
Expenses							
Labor	49,506	51,997	612,812	661,015	713,852	48,203	7.29%
Fringe Benefits	41,749	48,996	516,785	556,023	601,991	39,238	7.06%
Total Labor and Fringe Benefits	91,255	100,993	1,129,597	1,217,038	1,315,843	87,441	7.18%
Services	9,504	6,196	252,438	67,504	75,500	(184,934)	-273.96%
Fuel	86,405	57,161	949,010	705,717	759,801	(243,293)	-34.47%
Tires & Tubes	-	-	-	-	-	-	0.00%
Materials & Supplies	(256)	1,748	65,483	35,599	39,330	(29,884)	-83.95%
Utilities	13,933	8,043	192,463	95,011	102,798	(97,452)	-102.57%
Casualty & Liability	1,083	1,082	11,917	11,918	13,000	1	0.01%
Taxes	-	-	-	-	-	-	0.00%
Purchase of Transportation Service	753,529	735,957	7,743,839	7,407,986	8,191,324	(335,853)	-4.53%
Miscellaneous	6,556	400	77,385	3,550	4,000	(73,835)	-2079.85%
Interest	-	-	-	-	-	-	0.00%
Rent	70,961	63,700	764,042	700,700	764,408	(63,342)	-9.04%
Total Expenses	1,032,970	975,280	11,186,173	10,245,023	11,266,004	(941,150)	-9.19%
Gross Surplus (Deficit)	(208,115)	(68,728)	(2,517,307)	(1,193,509)	(1,306,776)	(1,323,798)	110.92%
Subsidy							
Local Subsidy	-	-	-	-	-	-	-
State Subsidy	208,115	68,728	2,517,307	1,193,509	1,306,776	(1,323,798)	-110.92%
Federal Subsidy	-	-	-	-	-	-	-
Total Subsidy	208,115	68,728	2,517,307	1,193,509	1,306,776	(1,323,798)	-110.92%
Surplus (Deficit)	-	-	-	-	-	-	#DIV/0!

LANTA Van
Statement of Net Assets
May 31, 2023

CURRENT ASSETS

Cash	\$	(9,184)
Accounts Receivable		23,096
Interdivisional Receivable		
Inventories		
Prepaid Expenses		170,840
Grants Receivable		1,881,835
Total Current Assets		<u>2,066,588</u>

TOTAL ASSETS	\$	<u>2,066,588</u>
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CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		540,941
Accounts Payable		781,011
Accrued Expenses:		751,544
Deferred Revenue		(6,908)
Total Current Liabilities		<u>2,066,588</u>

NET ASSETS

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

TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>2,066,588</u>
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Carbon Transit
Income Statement Summary
For the Period Ending May 31, 2023

	Fiscal Year 2023					YTD Budget Variance	
	PTD		YTD		Annual Budget	Favorable (Unfavorable)	
	Actual	Budget	Actual	Budget		Amount	Percent
Revenue							
Passenger Fares	2,345	2,620	26,159	27,617	30,417	(1,458)	-5.28%
Non-Transportation Revenues	-	-	-	-	-	-	#DIV/0!
Local Special Fare Assistance	2,244	2,806	24,065	25,890	28,747	(1,825)	-7.05%
State Reimbursements	25,316	33,646	283,688	329,174	363,063	(45,486)	-13.82%
State Special Fare Assistance	107,653	59,846	1,005,103	546,463	617,771	458,640	83.93%
Total Revenue	137,558	98,918	1,339,015	929,144	1,039,998	409,871	44.11%
Expenses							
Labor	10,717	9,860	146,905	122,017	132,827	(24,888)	-20.40%
Fringe Benefits	9,324	8,568	127,807	102,803	112,013	(25,004)	-24.32%
Total Labor and Fringe Benefits	20,041	18,428	274,713	224,820	244,840	(49,893)	-22.19%
Services	1,437	1,509	23,368	15,500	16,962	(7,868)	-50.76%
Fuel	18,521	13,294	186,842	151,309	165,309	(35,533)	-23.48%
Tires & Tubes	-	-	-	-	-	-	0.00%
Materials & Supplies	3,254	2,091	16,125	16,321	17,000	196	1.20%
Utilities	1,821	1,737	30,427	25,177	26,800	(5,250)	-20.85%
Casualty & Liability	-	-	-	-	-	-	0.00%
Taxes	-	-	-	-	-	-	0.00%
Purchase of Transportation Service	170,183	96,230	1,739,616	1,165,715	1,265,633	(573,901)	-49.23%
Miscellaneous	21	173	186	2,194	2,500	2,008	91.52%
Interest	-	276	-	2,095	2,400	2,095	100.00%
Leases & Rentals	4,636	-	50,997	4,500	-	(46,497)	-1033.27%
Total Expenses	219,913	133,738	2,322,273	1,607,631	1,741,444	(714,642)	-44.45%
Gross Surplus (Deficit)	(82,355)	(34,820)	(983,258)	(678,487)	(701,446)	(304,771)	-44.92%
Subsidy							
Local Subsidy	3,911	3,911	43,027	43,021	46,943	(6)	-0.01%
State Subsidy	78,444	30,910	598,681	293,921	312,953	(304,760)	-103.69%
Federal Subsidy	-	-	341,550	341,550	341,550	-	0.00%
Total Subsidy	82,355	34,821	983,258	678,492	701,446	(304,766)	-44.92%
Surplus (Deficit)	(0)	1	0	5	-	(5)	-98.60%

Carbon Transit
Statement of Net Assets
May 31, 2023

CURRENT ASSETS

Cash	\$	330,021
Accounts Receivable		(71,256)
Interdivisional Receivable		-
Due From Carbon County		(3,917)
Prepaid Expenses		3,890
Grants Receivable		970,698
Total Current Assets		<u>1,229,436</u>

TOTAL ASSETS	\$	<u>1,229,436</u>
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CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		1,094,454
Due to the Commonwealth		-
Accounts Payable		179,503
Accrued Expenses		177,260
Deferred Revenue		30,256
Total Current Liabilities		<u>1,481,473</u>

NET ASSETS

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

TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>1,229,436</u>
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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	\$624,434	\$6,023,432	\$5,814,590

The current health insurance participation census stands at 112 Employee Only; 79 Employee Plus 1; 39 Employee Plus 2; 36 Employee Plus 3 and 26 Employee Plus 4 or more.

LANtaVan Accounts Receivable Aged Invoice Report - June 30, 2023

	Total	Current	30 Days	60 Days	90 Days	120 Days +
Lehigh County MATP	\$ 766,353	\$ -	\$ 438,623	\$ 14,993	\$ 1,866	\$ 310,871
Northampton County MATP	\$ 209,235	\$ 256,656	\$ 5,768	\$ (24,494)	\$ (49,789)	\$ 21,094
Other(PaDOT Shared Ride;PWD)	\$ 235,553	\$ 208,681	\$ 14,974	\$ -	\$ 1,593	\$ 10,305
Total AR June 30, 2023	\$ 1,211,141	\$ 465,337	\$ 459,365	\$ (9,501)	\$ (46,330)	\$ 342,270
	100%	38.42%	37.93%	-0.78%	-3.83%	28.26%
Total AR May 31, 2023	\$ 1,813,761	\$ 1,329,574	\$ 174,558	\$ (32,641)	\$ 183,779	\$ 158,491
	100%	73.30%	9.62%	-1.80%	10.13%	8.74%
AR Change	\$ (602,620)	\$ (864,237)	\$ 284,807	\$ 23,140	\$ (230,109)	\$ 183,779
	-33.22%	-65.00%	163.16%	-70.89%	-125.21%	115.96%

Accounts Payable Aged Invoice Report - June 30, 2023

	Total	Current	30 Days	60 Days	90 Days	120 Days +
LANtaBus	\$ 1,421,573	\$ 1,298,101	\$ 40,447	\$ 20,397	\$ 15,104	\$ 47,524
LANtaVan	\$ 812,081	\$ 795,865	\$ 5,048	\$ 63	\$ -	\$ 11,105
Carbon Transit	\$ 200,037	\$ 179,852	\$ 12,453	\$ -	\$ -	\$ 7,732

LANTaBus

Year-to-date revenues for the fixed route division total \$2,039,492. This represents a 12.71 percent increase from the current year budget projection of \$1,809,523. Fare collection revenue of \$1,295,223 is above budget projections by approximately \$71,700, a 5.86 percent increase from the current budget projection of \$1,223,523. The Special Transit Fares section, which includes those revenues generated from LANTA's Route Service Agreements, is above the anticipated budget amount by 77,181. Advertising Revenue is above the current year budget projection amount by approximately \$20K.

Year-to-date expenses for the fixed route division total \$41,488,631. This represents a 14.64 percent increase from the fiscal year budget projection of \$36,189,576. For the fiscal year Labor, Materials and Supplies, Utilities, and Purchased Transportation are the top expense variables contributing to the largest budget variances. The first area to be examined in detail is the area of Labor. Labor expenses are approximately \$3.4M above budget. This is a result of the increase in staffing for both Non-Union and Union employees as well as increases in overtime paid as well as other premium rates. The Materials and Supplies expense line item closed out the fiscal year, \$1,627,815 above budget projections. This result is attributed to the VOH program as well as a too conservative approach to the fiscal year budget projection for 2023, and inflationary cost increases for required materials. Utilities expense closed out the fiscal year \$252,815 above budget projections. The Utilities section is compiled by not only the utilities for the Allentown and Easton facilities but also the Allentown, Bethlehem, and Easton Transit Centers. All overhead costs for each transit center are recorded under the Utilities section. There have been several increases in supplier costs for all locations. Lastly, Purchased Transportation closed out the fiscal year \$184,876 above budget projections. This variance can be attributed to the increase in subcontractor costs as well as other expenditures for the ADA and Flex services. LANTA's Health Insurance expense is completed the fiscal year \$208,842 above budget, this represents a 3.59 percent increase from the current year budget projection of \$5,814,590. This variance is attributed to the increase in claims processed through the end of the fiscal year.

The year-to-date deficit recorded on the fixed route division totaled \$39,449,139. This represents a 14.74 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 – CRRSAA - \$4,263,263
- Federal Subsidy – All Other - \$8,391,268
- State Subsidy - \$15,350,642
- Local Subsidy - \$1,221,973

LANtaVan

Year-to-date revenues for LANtaVan total \$9,560,882. This represents a 4.0 percent decrease from the current year budget projection of \$9,959,228. MATP FY23 revenue of \$4,163,720, has been recorded based on actual costs and is currently showing a 1.11 percent decrease from YTD budget projections of \$4,210,545. ADA revenue of \$2,590,134 has been recorded based on the actual costs of the ADA program and is showing a 2.40 percent decrease from YTD budget projections of \$2,653,802. Shared Ride and PWD revenue of \$2,247,745, which represents the allowable reimbursement amount for each program, is showing a 5.81 percent decrease from the current year budget projections of \$2,386,330, collectively.

Year-to-date expenses for LANtaVan total \$12,167,860. This represents an 8.01 percent increase above the budgeted fiscal year projection of \$11,266,004. The main deviation of approximately \$361K pertains to the Fuel expense area. Fuel costs closed out the fiscal year \$361,084 above budget projections and is attributed to erratic fuel pricing. Labor and fringe benefits completed the fiscal year \$93,958 below budget projections. This is a direct result of the proper allocation of staff time to LANtaVan due to the hands-on approach LANTA has taken with the transition to the new subcontractor. Services closed out the fiscal year \$197,351 above budget projections. This is due to unforeseen vehicle expenditures LANTA had agreed to pay as a result of the transition to Transdev and which were not anticipated at the time of budget preparations. Lastly, the Purchased Transportation area completed the fiscal year above budget projections by \$156,965, which represents a negative 1.92 percent budget variance.

Year-to-date deficit recorded on LANtaVan totaled \$2,606,978. Current total subsidies include the following sources:

State Subsidy – \$2,606,978

Carbon Transit

Year-to-date revenues for Carbon Transit total \$1,500,636. This represents a 44.29 percent increase above the fiscal year projection of \$1,039,998. MATP revenue completed FY23 approximately \$517K above budget projections. MATP revenue is recorded based on actual operating expenditures of the Medical Assistance Transportation Program. Shared Ride Lottery and PWD revenues closed out the fiscal year approximately \$52K below budget projections.

Year-to-date expenses for Carbon Transit total \$2,510,229. This represents a 43.77 percent increase above the budgeted fiscal year projection of \$1,745,944. The main deviation of approximately \$623K pertains to the Purchased Transportation area and is a result of a slower than anticipated return to pre-COVID service levels and the increase in subcontractor costs. Fuel costs closed out the fiscal year \$40,911 above budget projections and is attributed to erratic fuel pricing. Labor and fringe benefits completed the fiscal year \$40,534 above budget projections. This is a direct result of the proper allocation of staff time on Carbon Transit due to the hands-on approach LANTA has taken with the transition to the new subcontractor.

Year-to-date deficit recorded on Carbon Transit totaled \$1,009,593. Current total subsidies are sufficient to cover the YTD deficit and include the following sources:

Federal Subsidy - \$341,550
State Subsidy – \$621,100
Local Subsidy - \$46,943

LANtaBus
Income Statement Summary
For the Period Ending June 30, 2023

	Fiscal Year 2023					YTD Budget Variance	
	PTD		YTD		Annual Budget	Favorable (Unfavorable)	
	Actual	Budget	Actual	Budget		Amount	Percent
Revenue							
Passenger Fares	122,879	121,085	1,295,223	1,223,523	1,223,523	71,700	5.86%
Special Transit Fares	21,195	33,099	177,181	100,000	100,000	77,181	77.18%
Auxiliary Transportation Revenue	79,167	41,101	511,210	450,000	450,000	61,210	13.60%
NonTransportation Revenue	3,221	2,936	55,877	36,000	36,000	19,877	55.21%
Total Revenue	226,461	198,221	2,039,492	1,809,523	1,809,523	229,969	12.71%
Expenses							
Labor	1,423,818	703,194	17,211,003	13,783,690	13,783,690	(3,427,313)	-24.86%
Fringe Benefits	162,031	778,105	11,990,543	12,141,847	12,141,847	151,304	1.25%
Total Labor and Fringe Benefits	1,585,848	1,481,299	29,201,546	25,925,537	25,925,537	(3,276,009)	-12.64%
Services	206,326	205,438	2,240,492	2,213,294	2,213,294	(27,198)	-1.23%
Fuel	105,463	131,289	1,634,506	1,575,379	1,575,379	(59,127)	-3.75%
Tires & Tubes	12,186	8,525	136,083	123,017	123,017	(13,066)	-10.62%
Materials & Supplies	177,509	64,124	2,892,138	1,264,323	1,264,323	(1,627,815)	-128.75%
Utilities	91,578	53,223	1,034,515	781,700	781,700	(252,815)	-32.34%
Casualty & Liability	(32,714)	87,668	804,145	994,000	994,000	189,855	19.10%
Taxes	15,766	446	22,397	3,715	3,715	(18,682)	-502.89%
Purchase of Transportation Service	235,386	226,089	3,238,229	3,053,353	3,053,353	(184,876)	-6.05%
Miscellaneous	2,823	9,382	196,266	220,249	220,249	23,983	10.89%
Interest	140	-	5,704	1,000	1,000	(4,704)	-470.38%
Leases & Rentals	5,664	(10,394)	82,609	34,009	34,009	(48,600)	-142.90%
Total Expenses	2,405,978	2,257,088	41,488,631	36,189,576	36,189,576	(5,299,055)	-14.64%
Gross Surplus (Deficit)	(2,179,516)	(2,058,867)	(39,449,139)	(34,380,053)	(34,380,053)	(5,069,086)	-14.74%
Subsidy							
Local Subsidy	121,509	102,351	1,221,973	1,221,973	1,221,973	-	0.00%
State Subsidy	1,478,636	1,726,466	15,350,642	12,321,724	12,321,724	(3,028,918)	-24.58%
Federal Subsidy	579,372	230,050	8,391,268	6,351,100	6,351,100	(2,040,168)	-32.12%
Federal Subsidy - CRRSAA	-	-	4,263,263	4,263,263	4,263,263	-	0.00%
Federal Subsidy - ARPA	-	-	10,221,993	10,221,993	10,221,993	-	0.00%
Total Subsidy	2,179,517	2,058,867	39,449,139	34,380,053	34,380,053	(5,069,086)	-14.74%
Surplus (Deficit)	0	0	0	-	-	-	0.00%

LANTaBus
Statement of Net Assets
June 30, 2023

CURRENT ASSETS		
Cash	\$	1,486,844
Accounts Receivable		973,306
Interdivisional Receivable		720,782
Inventories		893,983
Prepaid Expenses		14,122,191
Grants Receivable		2,628,463
Total Current Assets		<u>20,825,569</u>
RESTRICTED ASSETS		
Cash		<u>19,124,180</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>87,339,738</u>
CURRENT LIABILITIES		
Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		-
Accounts Payable		1,656,606
Accrued Expenses:		-
Wages		2,518,472
Professional Fees		25,005
Other		172,030
Deferred Other Funding		26,691,839
Due To Commonwealth of PA		21,002,091
Deferred Local Grant Funding		165,342
Total Current Liabilities		<u>52,231,385</u>
NET ASSETS		
Invested In Capital Assets		47,392,754
Unrestricted Equity		(12,367,401)
Restricted Equity		83,000
Total Net Assets		<u>35,108,353</u>
TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>87,339,738</u>

LANtaVan
Income Statement Summary
For the Period Ending June 30, 2023

	Fiscal Year 2023				YTD Budget Variance	
	PTD		YTD		Favorable (Unfavorable)	Percent
	Actual	Budget	Actual	Budget	Amount	
Revenue						
Passenger Fares	33,140	51,932	456,260	560,512	(104,252)	-18.60%
Non-Transportation Revenues	-	-	-	-	-	#DIV/0!
Local Special Fare Assistance	213,422	244,008	2,693,158	2,801,841	(108,683)	-3.88%
State Reimbursements	217,759	217,419	2,247,745	2,386,330	(138,585)	-5.81%
State Special Fare Assistance	427,696	394,355	4,163,720	4,210,545	(46,825)	-1.11%
Total Revenue	892,016	907,714	9,560,882	9,959,228	(398,346)	-4.00%
Expenses						
Labor	50,067	52,837	662,879	713,852	50,973	7.14%
Fringe Benefits	42,221	45,968	559,006	601,991	42,985	7.14%
Total Labor and Fringe Benefits	92,288	98,805	1,221,885	1,315,843	93,958	7.14%
Services	20,414	7,997	272,851	75,500	(197,351)	-261.39%
Fuel	85,938	54,084	1,120,885	759,801	(361,084)	-47.52%
Tires & Tubes	-	-	-	-	-	0.00%
Materials & Supplies	6,287	3,730	71,770	39,330	(32,440)	-82.48%
Utilities	12,678	7,787	205,140	102,798	(102,342)	-99.56%
Casualty & Liability	1,083	1,082	13,000	13,000	-	0.00%
Taxes	-	-	-	-	-	0.00%
Purchase of Transportation Service	894,414	783,338	8,348,289	8,191,324	(156,965)	-1.92%
Miscellaneous	5,386	450	82,770	4,000	(78,770)	-1969.26%
Interest	-	-	-	-	-	0.00%
Rent	71,314	63,708	831,269	764,408	(66,861)	-8.75%
Total Expenses	1,189,801	1,020,981	12,167,860	11,266,004	(901,856)	-8.01%
Gross Surplus (Deficit)	(297,785)	(113,267)	(2,606,978)	(1,306,776)	(1,300,202)	99.50%
Subsidy						
Local Subsidy	-	-	-	-	-	-
State Subsidy	297,785	113,267	2,606,978	1,306,776	(1,300,202)	-99.50%
Federal Subsidy	-	-	-	-	-	-
Total Subsidy	297,785	113,267	2,606,978	1,306,776	(1,300,202)	-99.50%
Surplus (Deficit)	(0)	-	(0)	(0)	0	-400.00%

LANTA Van
Statement of Net Assets
June 30, 2023

CURRENT ASSETS

Cash	\$ (9,184)
Accounts Receivable	72,682
Interdivisional Receivable	
Inventories	
Prepaid Expenses	185,498
Grants Receivable	1,881,835
Total Current Assets	<u>2,130,831</u>

TOTAL ASSETS	<u>\$ 2,130,831</u>
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CURRENT LIABILITIES

Note Payable	\$ -
Loan Payable	-
Interdivisional Payable	521,603
Accounts Payable	1,613,665
Accrued Expenses:	3,029
Deferred Revenue	(7,465)
Total Current Liabilities	<u>2,130,831</u>

NET ASSETS

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

TOTAL CURRENT LIABILITIES AND NET ASSETS	<u>\$ 2,130,831</u>
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Carbon Transit
Income Statement Summary
For the Period Ending June 30, 2023

	Fiscal Year 2023				YTD Budget Variance	
	PTD		YTD		Favorable (Unfavorable) Amount	Percent
	Actual	Budget	Actual	Budget		
Revenue						
Passenger Fares	2,091	2,800	28,250	30,417	(2,167)	-7.13%
Non-Transportation Revenues	-	-	-	-	-	#DIV/0!
Local Special Fare Assistance	2,421	2,857	26,486	28,747	(2,261)	-7.86%
State Reimbursements	26,952	33,888	310,640	363,062	(52,422)	-14.44%
State Special Fare Assistance	130,157	71,308	1,135,260	617,771	517,489	83.77%
Total Revenue	161,621	110,853	1,500,636	1,039,998	460,639	44.29%
Expenses						
Labor	12,255	10,810	159,160	132,827	(26,333)	-19.82%
Fringe Benefits	10,662	9,210	126,214	112,013	(14,201)	-12.68%
Total Labor and Fringe Benefits	22,916	20,020	285,374	244,840	(40,534)	-16.56%
Services	1,421	1,462	24,789	16,962	(7,827)	-46.15%
Fuel	19,378	14,000	206,220	165,309	(40,911)	-24.75%
Tires & Tubes	-	-	-	-	-	0.00%
Materials & Supplies	965	679	17,090	17,000	(90)	-0.53%
Utilities	1,392	1,623	31,819	26,800	(5,019)	-18.73%
Casualty & Liability	-	-	-	-	-	0.00%
Taxes	-	-	-	-	-	0.00%
Purchase of Transportation Service	192,949	99,918	1,889,097	1,265,633	(623,464)	-49.26%
Miscellaneous	21	306	207	2,500	2,293	91.73%
Interest	-	305	-	2,400	2,400	100.00%
Leases & Rentals	4,636	-	55,633	4,500	(51,133)	-1136.29%
Total Expenses	243,678	138,313	2,510,229	1,745,944	(764,285)	-43.77%
Gross Surplus (Deficit)	(82,057)	(27,460)	(1,009,593)	(705,946)	(303,646)	-43.01%
Subsidy						
Local Subsidy	3,917	3,922	46,943	46,943	-	0.00%
State Subsidy	78,140	23,538	621,100	317,453	(303,647)	-95.65%
Federal Subsidy	-	-	341,550	341,550	-	0.00%
Total Subsidy	82,057	27,460	1,009,593	705,946	(303,647)	-43.01%
Surplus (Deficit)	0	-	(0)	-	(0)	#DIV/0!

Carbon Transit
Statement of Net Assets
June 30, 2023

CURRENT ASSETS

Cash	\$	445,001
Accounts Receivable		(117,689)
Interdivisional Receivable		-
Due From Carbon County		-
Prepaid Expenses		3,870
Grants Receivable		970,698
Total Current Assets		<u>1,301,880</u>

TOTAL ASSETS

\$ 1,301,880

CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		1,128,554
Due to the Commonwealth		-
Accounts Payable		377,885
Accrued Expenses		-
Deferred Revenue		47,477
Total Current Liabilities		<u>1,553,917</u>

NET ASSETS

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

TOTAL CURRENT LIABILITIES AND NET ASSETS

\$ 1,301,880



2022

Safety Performance Targets and Goals



Public Transportation Agency Safety Plan

2022	LANTA Bus				
Fatalities	Previous Plan 3 Yr Average	Current Plan 3 Year Average	Goal	% of Change	New Goal
	0.00	0.00	0.00	0%	0
Injuries	Previous Plan 3 Yr Average	Current Plan 3 Year Average	% of Change	Current Yr Goal	New Goal
	0.51	0.44	-13%	0.46	0.43
Safety Events	Previous Plan 3 Yr Average	Current Plan 3 Year Average	% of Change	Current Yr Goal	New Goal
	0.36	0.31	-14%	0.33	0.31
System Reliability	Previous Plan 3 Yr Average	Current Plan 3 Year Average	% of Change	Current Yr Goal	New Goal
	10966	11660	6%	12062	11660



To: LANTA Board of Directors, Finance & Administration Committee

From: Darryl Lightner, Manager of Communication and Strategic Initiatives

Subject: 31-Day Pass Fare Restoration Plan

Date: August 1, 2023

LANTA has proposed a fare restoration plan for the emergency 31-day pass, which is set to take effect in two phases: first on October 1st, with passes priced at half fare (\$30), and then on January 1st, restoring the full fare of \$60. This plan follows a progressive approach based on ridership, as enacted by LANTA's Board in February 2020, offering passes at a deep discount. Currently, ridership is at 90% of pre-COVID numbers, meeting the criteria for full-price restoration.

LANTA has advertised the proposed plan through multiple channels to ensure broad public participation and awareness. Examples include social media, alerts on buses and transit centers, information on LANtaBus.com, and a legal ad in the Morning Call newspaper were part of our promotional efforts. Additionally, our staff actively engaged with the public at ATC and BTC, seeking feedback and insights to enhance the plan.

For accessibility, the public meeting was held at Bethlehem City Hall, conveniently served by six bus routes. To cater to those unable to attend in person, we offered various avenues for participation, including surveys via telephone, social media, website, in-person submission, and email. The meeting was also streamed live on Facebook and Microsoft Teams.

We have received 186 comments and questions, with shared concerns regarding the restoration's rationale and impact on disability passes and the community. These concerns were addressed at the public meeting and shared on our social media platforms to keep the public informed.

Given that the federal government has declared the COVID-19 emergency over, we have thoroughly evaluated the situation and firmly believe that the fare restoration of the 31-day pass is in the best interest of our passengers and the overall transit system.

LANTA needs Board approval to implement the restoration plan and request the committee's recommendation for Board approval.



LANTA Pension Committee Meeting Agenda
August 1, 2023

1. Call to Order
2. Status Reports
 - A. Actuarial Update – Peter Karapelou, Foster & Foster
 - B. Investment Performance Report – Lee Martin, Marquette Associates
3. Other Items
4. Adjournment



**LANtaBus Rider Experience Committee
Agenda
August 8, 2023**

1. Courtesy of the Floor
 2. LANtaBus Rider Experience Dashboard Report
 3. Report on Initiatives
 - A. Service Planning Update
 - B. Communications & Outreach Efforts
 4. Actions
 - None
 5. Other Business
 - None
 6. Adjournment
-



LANtaBus Rider Experience Dashboard - April - June 2023-Q4

Tuesday, August 8, 2023

Metric	Q4 FY 23	YTD FY 23	YTD FY 22	% Change
Ridership LANtaBus	971,432	3,673,582	2,765,903	32.82
Senior Ridership	118,790	453,378	388,191	16.79
Ridership LANtaFlex	2,402	9,363	7,197	30.10
Senior Ridership LANtaFlex	665	3,122	2,261	38.08
Total Ridership	973,834	3,682,945	2,773,100	32.81
Total Senior Ridership	119,455	456,500	390,452	16.92
Passenger Revenue (\$)	325,272	1,282,676	1,186,230	8.13
	YTD FY 23	Benchmark	% Diff	
Riders per revenue hour	11.2	19	-40.80	
Revenue/Revenue Hour (\$)	3.93	19.56	-79.9	

	Current Quarter			Previous Quarter		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Avg daily call volume (LANTA Call Center)	236	81	53	226	77	50
Avg wait time (LANTA Call Center)	2:13	0:38	0:43	2:16	0:42	1:11
	Current Quarter		Previous Quarter		Past Quarter	
Purpose of Call Breakdown	Calls	% of Total	Calls	% of Total	Calls	% of Total
Call Type						
Complaints	349	0.8%	180	0.39%	165	0.40%
Bus Times	7862	17.0%	6137	13.44%	4811	11.63%
Where is the Bus	31	0.1%	88	0.19%	100	0.24%
Why is the Bus Late	0	0.0%	2	0.00%	6	0.01%
What Bus to Take	324	0.7%	382	0.84%	441	1.07%
Hang Up/ Dead Air	1288	2.8%	1151	2.52%	802	1.94%
Applications	296	0.6%	249	0.55%	228	0.55%
LANtaVan/ECC	32208	69.6%	34224	74.94%	31863	77.05%
Fares/Tickets	192	0.4%	201	0.44%	263	0.64%
Directions	384	0.8%	372	0.81%	428	1.03%
Transfers to Other Dept	2797	6.0%	2037	4.46%	1624	3.93%
Mailed Schedules	5	0.0%	6	0.01%	10	0.02%
Other(lost & found, detours, etc.)	550	1.2%	641	1.40%	615	1.49%
Total Calls	46,286	100.0%	45,670	100.0%	41,356	100.0%
Passenger Trips per Complaint	2,783					

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

LANtaBus OPERATIONS FIGURES				
Service Reliability	On-Time	Early	Late	Benchmark
LANtaBus On Time %	61.1%	17.4%	21.5%	80%
Missed Scheduled LANtaBus Trips	0			
		Psngtr Trips Per Complaint Type		
Rider Comfort/Experience	Type	Current Q	Previous Q	Prior Q
Complaints regarding driver courtesy	101	9,618	11,069	7,728
Rider complaints about OTP/route adherence	216	4,497	5,535	5,123
HVAC related customer complaints	0	971,432	918,756	911,852
Transit App Usage	Current Q	Previous Q		
Transit App Users	12,757	10,966		
Downloads to Mobile Device	1,502	1,253		
Service Alert Subscribers	2,541	2,028		
Passes Purchased	3,462	2,308		