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**LANTA Finance & Administration Committee  
Agenda  
September 5, 2023**

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1. Call to Order
  2. Roll Call
  3. Public Comment
  4. Review and Recommendation – Financial Statements July 2023, subject to audit
  5. Safety and Training Dashboard Report
  6. Procurements
    - A. Update – Fare Collection Technology RFP
  7. Actions
    - A. Recommendation for Approval – PennDOT DOTGrants Authorization Resolution
    - B. Recommendation for Approval – 2024 MMO Calculations
  8. Other Items
    - A. Update – Renewal of Allentown School District Student Transit Access Agreement
  9. Adjournment
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# Lehigh and Northampton Transportation Authority

**TO:** Owen O'Neil, Executive Director and Authority Members

**FROM:** Nicole L. Ozoa, Senior Director of Finance

**DATE:** September 5, 2023

**SUBJECT:** Unaudited July 2023 Financial Statement

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Attached for your review are the unaudited financial statements for the period ended July 31, 2023 for LANtaBus, LANtaVan and Carbon Transit.

## Items of Interest:

- LANTA's portion of the Line of Credit Balance as of September 4th, 2023, stands at \$0 of an available \$6,000,000. The balance in the combined LANTA general checking account stands at \$118K. State ACT 89 funds due to LANTA for FY 23/24 are current. The balance in the ACT 44 checking account stands at \$17,000,808. The account is currently underfunded by approximately \$4.2M. In addition, approximately \$8.7M are either currently owed to LANTA from State Funds or can now be drawn down from Federal Grants:
  - State Shared Ride/PWD - \$417,395 (As of 7/31/2023)
  - Lehigh County MATP - \$961,309 (As of 7/31/2023)
  - Northampton County MATP - \$361,164 (As of 7/31/2023)
  - Federal Capital/Ops Funding - \$4,232,170 (As of 7/31/2023)
  - State Capital Funding - \$1,472,615 (As of 7/31/2023)
  - Local Capital and Operating Assistance - \$1,283,072 (As of 7/31/2023)
- The balance in the Carbon's general checking account stands at approximately \$131K. The balance in the Carbon's Act 44 checking account stands at \$0. The account is neither over nor underfunded. State ACT 89 funds due to Carbon for FY 23/24 are current. In addition, approximately \$906K are currently owed to Carbon Transit from the following sources:
  - State Shared Ride/PWD - \$77,316 (As of 7/31/2023)
  - Carbon County MATP - \$828,815 (As of 7/31/2023)
- Fulton Financial ACT 72 Letter for period ended 7/31/2023 has been received and all bank accounts are in compliance.

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

	MTD Actual	Fiscal YTD Actual	Fiscal YTD Budget
Net Health Insurance	\$461,260	\$461,260	\$571,432

The current health insurance participation census stands at 120 Employee Only; 86 Employee Plus 1; 37 Employee Plus 2; 35 Employee Plus 3 and 28 Employee Plus 4 or more.

### **LANtaVan Accounts Receivable Aged Invoice Report - July 31, 2023**

	Total	Current	30 Days	60 Days	90 Days	120 Days +
Lehigh County MATP	\$ 961,309	\$ 193,364	\$ -	\$ 438,623	\$ 14,993	\$ 314,329
Northampton County MATP	\$ 361,164	\$ 151,929	\$ -	\$ 256,656	\$ 5,768	\$ (53,189)
Other(PaDOT Shared Ride;Pwd)	\$ 460,404	\$ 212,699	\$ 83	\$ 223,443	\$ -	\$ 24,179
Total AR July 31, 2022	\$ 1,782,877	\$ 557,992	\$ 83	\$ 918,722	\$ 20,761	\$ 285,319
	100%	31.30%	0.00%	51.53%	1.16%	16.00%
Total AR June 30, 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	\$ (30,884)	\$ (771,582)	\$ (174,475)	\$ 951,363	\$ (163,018)	\$ 126,828
	-1.70%	-58.03%	-99.95%	-2914.62%	-88.70%	80.02%

### **Accounts Payable Aged Invoice Report - July 31, 2023**

	Total	Current	30 Days	60 Days	90 Days	120 Days +
LANtaBus	\$ 1,631,383	\$ 742,128	\$ 328,491	\$ 563,224	\$ 4,265	\$ (6,726)
LANtaVan	\$ 1,688,551	\$ 884,058	\$ 8,248	\$ 790,043	\$ 4,224	\$ 1,977
Carbon	\$ 393,787	\$ 187,129	\$ 2,373	\$ 203,952	\$ 333	\$ -



The financial statements for the first period of fiscal year 2024, will start with LANtaBus. The discussion will focus on the actual versus budget variance analysis and how it relates to funding and performance. I will be concentrating on the year-to-date revenues and expenditures. LANtaVan results will be next concluding with Carbon Transit.

### **LANtaBus**

Year-to-date revenues for the fixed route division total \$106,068. This represents a 58.70 percent decrease from the budget projection of \$256,849. Fare collection revenue is currently running below budget projections by approximately \$114K. The large variances are attributed to an aggressive approach to budget allocation for the current fiscal period. The Other Revenue section, which includes Advertising Revenue, is below current budget projections by \$39,583. The variance is due to a delay in receiving the July commission payment. Please remember that advertising revenue is only budgeted at the guaranteed contract amount to maintain a conservative approach to revenue recognition.

Year-to-date expenditures for the fixed route division total \$3,174,188. This represents a 2.28 percent decrease from the current fiscal year budget projection of \$3,248,217. For the current fiscal period, Labor and Fringes, Purchased Transportation and Casualty and Liability Insurance are 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 Labor and Fringes. Collectively, Labor and Fringes are currently running approximately \$5K below budget. Purchased Transportation is also running below budget projections, by \$34K, a 12.61 percent budget variance. Current year expense for both Physical Damage and Liability and Property Damage is running approximately \$56K below budget. All invoices have been received from SAFTI and are current. Health Insurance expenses are currently running approximately \$110K below budget, this represents a 19.28 percent decrease from the current year budget projection of \$571,432. The large variance is attributable to the change in the frequency of invoicing by Capital Blue Cross. The Authority is invoiced weekly for claims paid where the budget was based on the historical practice of monthly invoicing.

Year-to-date deficit recorded on the fixed route division totals \$3,068,120. This represents a 2.57 percent increase from the current year's budget projection. Current total subsidies equal the deficit and include the following sources:

- Federal Subsidy – ARPA - \$1,848,891
- Federal Subsidy – All other sources - \$597,481
- State Subsidy - \$537,572
- Local Subsidy - \$84,177

**LANtaVan**

Year-to-date revenues for LANtaVan total \$799,064. This represents a 1.80 percent decrease from the current fiscal period budget projection of \$813,717. MATP revenue of \$345,293 has been recorded based on actual expenditures and is currently showing a 6.60 percent increase from the current fiscal year budget projection of \$323,914. Shared Ride and PWD revenue of \$204,453, which represents the full allowable reimbursement amount for each program, is showing a 22.79 percent increase from the current fiscal year budget projections of \$166,507, collectively.

Year-to-date expenditures for LANtaVan total \$959,146. This represents a 7.25 percent decrease from the current fiscal budget projection of \$1,034,083. The main deviation of approximately \$50K pertains to Labor and Fringe Benefits. Labor costs allocated to LANtaVan are based by call volume percentages for call center staff, the remaining staff salaries are allocated based on the amount of time spent on LANtaVan tasks. Fringes are allocated based on an estimated percentage of 82.0 percent of total wages. Fuel costs are also below budget projections by approximately \$28K. The large variance is attributed to an aggressive approach to budget allocation for the current fiscal period. Lastly, the Purchased Transportation area completed the fiscal period above budget projections by approximately \$8K.

Year-to-date deficit recorded on LANtaVan totals \$160,082. Current total subsidies include the following sources:

State Subsidy - \$160,082

### **Carbon Transit**

Year-to-date revenues for Carbon Transit total \$98,432. This represents a 2.98 percent increase above the budgeted fiscal year period projection of \$95,584. Carbon records and adjusts MATP revenue to reflect cost of the program to maintain a conservative approach to revenue recognition. Currently, MATP revenue is approximately \$6K above budget projections. Shared Ride Lottery and PWD are lower than budgeted projections by \$4K, collectively.

Year-to-date expenditures for Carbon Transit total \$217,555. This represents a 3.03 percent increase above budgeted fiscal year period projection of \$211,163. The main deviation of approximately \$27K pertains to the Purchased Transportation area and relates to an increase in those trips that incur a higher cost to perform, specifically the Medical Assistance Out of County trips. The Authority has begun to evaluate alternative transportation methods to perform the Out of County trips. Fuel costs are above current fiscal period budget projections by approximately \$2K. 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 \$119,123. Current total subsidies are sufficient to cover the deficit and include the following sources:

Federal Subsidy - \$0  
State Subsidy - \$114,977  
Local Subsidy - \$4,146



**LANTaBus**  
**Income Statement Summary**  
For the Period Ending July 31, 2023

	Fiscal Year 2024						YTD Budget Variance	
	PTD		YTD		Annual Budget		Favorable (Unfavorable) Amount	Percent
	Actual	Budget	Actual	Budget				
<b>Revenue</b>								
Passenger Fares	103,028	217,266	103,028	217,266	2,898,148		(114,238)	-52.58%
Special Transit Fares	-	-	-	-	220,984		-	#DIV/0!
Auxiliary Transportation Revenue	-	39,583	-	39,583	487,500		(39,583)	-100.00%
Non-Transportation Revenue	3,040	-	3,040	-	-		3,040	#DIV/0!
<b>Total Revenue</b>	<b>106,068</b>	<b>256,849</b>	<b>106,068</b>	<b>256,849</b>	<b>3,606,632</b>		<b>(150,781)</b>	<b>-58.70%</b>
<b>Expenses</b>								
Labor	1,356,852	1,261,725	1,356,852	1,261,725	17,294,999		(95,127)	-7.54%
Fringe Benefits	918,040	1,018,215	918,040	1,018,215	16,823,164		100,175	9.84%
<b>Total Labor and Fringe Benefits</b>	<b>2,274,891</b>	<b>2,279,940</b>	<b>2,274,891</b>	<b>2,279,940</b>	<b>34,118,163</b>		<b>5,048</b>	<b>0.22%</b>
Services	167,167	152,699	167,167	152,699	2,573,309		(14,468)	-9.47%
Fuel	96,362	102,849	96,362	102,849	1,757,442		6,487	6.31%
Tires & Tubes	10,356	11,102	10,356	11,102	145,214		746	6.72%
Materials & Supplies	219,112	208,998	219,112	208,998	4,175,303		(10,114)	-4.84%
Utilities	119,743	117,357	119,743	117,357	1,009,393		(2,386)	-2.03%
Casualty & Liability	28,477	84,800	28,477	84,800	1,390,360		56,323	66.42%
Taxes	2,040	3,255	2,040	3,255	32,551		1,215	37.34%
Purchase of Transportation Service	235,922	269,953	235,922	269,953	3,222,835		34,031	12.61%
Miscellaneous	4,326	3,176	4,326	3,176	244,279		(1,150)	-36.20%
Interest	-	-	-	-	1,200		-	#DIV/0!
Leases & Rentals	15,793	14,088	15,793	14,088	28,709		(1,705)	-12.10%
<b>Total Expenses</b>	<b>3,174,188</b>	<b>3,248,217</b>	<b>3,174,188</b>	<b>3,248,217</b>	<b>48,698,758</b>		<b>74,028</b>	<b>2.28%</b>
<b>Gross Surplus (Deficit)</b>	<b>(3,068,121)</b>	<b>(2,991,368)</b>	<b>(3,068,121)</b>	<b>(2,991,368)</b>	<b>(45,092,126)</b>		<b>(76,753)</b>	<b>-2.57%</b>
<b>Subsidy</b>								
Local Subsidy	84,177	86,177	84,177	86,177	1,283,072		2,000	2.32%
State Subsidy	537,572	460,981	537,572	460,981	22,094,195		(76,591)	-16.61%
Federal Subsidy - ARPA	1,848,891	1,749,170	1,848,891	1,749,170	12,544,967		(99,721)	-5.70%
Federal Subsidy - ADA	161,137	132,336	161,137	132,336	1,000,000		(28,801)	-21.76%
Federal Subsidy - Safety & Security	41,179	45,898	41,179	45,898	550,779		4,720	10.28%
Federal Subsidy - VOH	46,080	81,556	46,080	81,556	1,339,113		35,476	43.50%
Federal Subsidy - Preventative Maint	340,800	426,552	340,800	426,552	6,160,000		85,752	20.10%
Federal Subsidy - Tire Lease	8,285	8,698	8,285	8,698	120,000		413	4.75%
<b>Total Subsidy</b>	<b>3,068,120</b>	<b>2,991,368</b>	<b>3,068,120</b>	<b>2,991,368</b>	<b>45,092,126</b>		<b>(76,753)</b>	<b>-2.57%</b>
<b>Surplus (Deficit)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>-</b>		<b>(1)</b>	<b>0.00%</b>

**LANtaBus**  
**Statement of Net Assets**  
July 31, 2023

**CURRENT ASSETS**

Cash	\$ 196,187
Accounts Receivable	83,810
Interdivisional Receivable - CT	1,277,348
Interdivisional Receivable - LV	1,119,624
Inventories	917,401
Prepaid Expenses	13,469,928
Grants Receivable	5,777,050
Total Current Assets	<u>22,841,349</u>

**RESTRICTED ASSETS**

Cash	<u>16,322,132</u>
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**CAPITAL ASSETS**

Capital Assets Not Being Depreciated	147,970
Capital Assets Being Depreciated - Net	<u>47,321,812</u>
Total Capital Assets	<u>47,469,782</u>

TOTAL ASSETS	<u>\$ 86,633,263</u>
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**CURRENT LIABILITIES**

Note Payable	\$ -
Loan Payable	-
Interdivisional Payable	-
Accounts Payable	867,454
Accrued Expenses:	
Wages	3,366,048
Professional Fees	(21,746)
Other	(397,193)
Deferred Other Funding	26,387,480
Due To Commonwealth of PA	21,243,500
Deferred Local Grant Funding	81,165
Total Current Liabilities	<u>51,526,709</u>

**NET ASSETS**

Invested In Capital Assets	47,392,754
Unrestricted Equity	(12,369,200)
Restricted Equity	83,000
Total Net Assets	<u>35,106,554</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	<u>\$ 86,633,263</u>
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**LANTA Van**  
**Income Statement Summary**  
For the Period Ending July 31, 2023

	Fiscal Year 2024				YTD Budget Variance	
	PTD		YTD		Favorable (Unfavorable) Amount	Percent
	Actual	Budget	Actual	Budget		
<b>Revenue</b>						
Passenger Fares	39,921	41,440	39,921	41,440	(1,519)	-3.66%
Non-Transportation Revenues	-	-	-	-	-	#DIV/0!
Local Special Fare Assistance	209,397	281,856	209,397	281,856	(72,459)	-25.71%
State Reimbursements	204,453	166,507	204,453	166,507	37,946	22.79%
State Special Fare Assistance	345,293	323,914	345,293	323,914	21,379	6.60%
<b>Total Revenue</b>	<b>799,064</b>	<b>813,717</b>	<b>799,064</b>	<b>813,717</b>	<b>(14,653)</b>	<b>-1.80%</b>
<b>Expenses</b>						
Labor	37,452	64,870	37,452	64,870	27,418	42.27%
Fringe Benefits	30,710	53,306	30,710	53,306	22,595	42.39%
<b>Total Labor and Fringe Benefits</b>	<b>68,162</b>	<b>118,175</b>	<b>68,162</b>	<b>118,175</b>	<b>50,013</b>	<b>42.32%</b>
Services	5,181	9,155	5,181	9,155	3,974	43.41%
Fuel	95,244	123,612	95,244	123,612	28,368	22.95%
Tires & Tubes	-	-	-	-	-	#DIV/0!
Materials & Supplies	3,311	2,147	3,311	2,147	(1,164)	-54.19%
Utilities	13,699	14,900	13,699	14,900	1,201	8.06%
Casualty & Liability	1,084	1,083	1,084	1,083	(1)	-0.05%
Taxes	6,733	6,250	6,733	6,250	(483)	-7.72%
Purchase of Transportation Service	696,571	689,032	696,571	689,032	(7,540)	-1.09%
Miscellaneous	-	241	-	241	241	100.00%
Interest	-	-	-	-	-	#DIV/0!
Rent	69,161	69,487	69,161	69,487	326	0.47%
<b>Total Expenses</b>	<b>959,146</b>	<b>1,034,083</b>	<b>959,146</b>	<b>1,034,083</b>	<b>74,937</b>	<b>7.25%</b>
<b>Gross Surplus (Deficit)</b>	<b>(160,082)</b>	<b>(220,366)</b>	<b>(160,082)</b>	<b>(220,366)</b>	<b>60,284</b>	<b>-27.36%</b>
<b>Subsidy</b>						
Local Subsidy	-	-	-	-	-	-
State Subsidy	160,082	220,366	160,082	220,366	60,284	27.36%
Federal Subsidy	-	-	-	-	-	-
<b>Total Subsidy</b>	<b>160,082</b>	<b>220,366</b>	<b>160,082</b>	<b>220,366</b>	<b>60,284</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>0</b>	<b>-</b>

**LANtaVan**  
**Statement of Net Assets**  
**July 31, 2023**

**CURRENT ASSETS**

Cash	\$ (7,244)
Accounts Receivable	62,675
Interdivisional Receivable	
Inventories	
Prepaid Expenses	246,158
Grants Receivable	2,431,581
Total Current Assets	<u>2,733,170</u>

**TOTAL ASSETS**

\$ 2,733,170

**CURRENT LIABILITIES**

Note Payable	\$ -
Loan Payable	-
Interdivisional Payable	1,119,624
Accounts Payable	855,898
Accrued Expenses:	750,525
Deferred Revenue	7,123
Total Current Liabilities	<u>2,733,170</u>

**NET ASSETS**

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

**TOTAL CURRENT LIABILITIES AND NET ASSETS**

\$ 2,733,170

**Carbon Transit**  
**Income Statement Summary**  
For the Period Ending July 31, 2023

	Fiscal Year 2024				YTD Budget Variance	
	PTD		YTD		Favorable (Unfavorable)	
	Actual	Budget	Actual	Budget	Amount	Percent
<b>Revenue</b>						
Passenger Fares	2,918	1,330	2,918	1,330	1,588	119.44%
Non-Transportation Revenues	-	-	-	-	-	0.00%
Local Special Fare Assistance	2,366	2,259	2,366	2,259	107	4.75%
State Reimbursements	26,125	30,574	26,125	30,574	(4,449)	-14.55%
State Special Fare Assistance	67,023	61,422	67,023	61,422	5,602	9.12%
<b>Total Revenue</b>	<b>98,432</b>	<b>95,584</b>	<b>98,432</b>	<b>95,584</b>	<b>2,848</b>	<b>2.98%</b>
<b>Expenses</b>						
Labor	13,640	23,643	13,640	23,643	10,003	42.31%
Fringe Benefits	11,185	19,388	11,185	19,388	8,203	42.31%
<b>Total Labor and Fringe Benefits</b>	<b>24,826</b>	<b>43,031</b>	<b>24,826</b>	<b>43,031</b>	<b>18,206</b>	<b>42.31%</b>
Services	283	1,904	283	1,904	1,621	85.15%
Fuel	20,267	18,488	20,267	18,488	(1,779)	-9.62%
Tires & Tubes	-	-	-	-	-	0.00%
Materials & Supplies	612	974	612	974	362	37.18%
Utilities	821	3,080	821	3,080	2,259	73.34%
Casualty & Liability	-	-	-	-	-	0.00%
Taxes	-	-	-	-	-	0.00%
Purchase of Transportation Service	166,648	139,587	166,648	139,587	(27,061)	-19.39%
Miscellaneous	-	-	-	-	-	0.00%
Interest	-	-	-	-	-	0.00%
Leases & Rentals	4,099	4,098	4,099	4,098	(0)	0.00%
<b>Total Expenses</b>	<b>217,555</b>	<b>211,163</b>	<b>217,555</b>	<b>211,163</b>	<b>(6,392)</b>	<b>-3.03%</b>
<b>Gross Surplus (Deficit)</b>	<b>(119,123)</b>	<b>(115,579)</b>	<b>(119,123)</b>	<b>(115,579)</b>	<b>(3,544)</b>	<b>-3.07%</b>
<b>Subsidy</b>						
Local Subsidy	4,146	4,146	4,146	4,146	(0)	-0.01%
State Subsidy	114,977	111,433	114,977	111,433	(3,544)	-3.18%
<b>Total Subsidy</b>	<b>119,123</b>	<b>115,579</b>	<b>119,123</b>	<b>115,579</b>	<b>(3,544)</b>	<b>-3.07%</b>
<b>Surplus (Deficit)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>	<b>-866.67%</b>

**Carbon Transit**  
**Statement of Net Assets**  
**July 31, 2023**

**CURRENT ASSETS**

Cash	\$	164,529
Accounts Receivable		(38,423)
Interdivisional Receivable		-
Due From Carbon County		-
Prepaid Expenses		4,708
Grants Receivable		1,073,049
Total Current Assets		<u>1,203,863</u>

TOTAL ASSETS	\$	<u>1,203,863</u>
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**CURRENT LIABILITIES**

Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		1,277,348
Due to the Commonwealth		-
Accounts Payable		376,604
Accrued Expenses		-
Deferred Revenue		55,636
Total Current Liabilities		<u>1,709,589</u>

**NET ASSETS**

Unrestricted Equity		(505,726)
Restricted Equity		-
Total Net Assets		<u>(505,726)</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>1,203,863</u>
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**SAFETY REPORT**  
**Apr-Jun 2023**

Safety Performance Report	Total Property Damage			Total	Injuries	
	Under \$2,500	\$2,500-\$15,000	Over \$15,000		# Resulting in Minor Personal Injuries	# Resulting in More than Minor Personal Injuries
Chargeable Vehicle Collisions	24	5		29		
Non-Chargeable Vehicle Collisions	13	3	1	17		1
Total	37	8	1	46	0	1
Chargeable Non-Collision Incidents				0	2	1
Non-Chargeable Non-Collision Incidents				0	3	3
Total	0	0	0	0	5	4
	Current Q	Benchmark	Previous Q			
Rev Miles	929,213					
Rev Miles between Collisions	20,200	15,500	-			
Rev Miles between Chargeable Collisions	32,042	31,000	-			

	Lost Time				Total
	None	Less than 7 days	7-21 Days	More than 21 Days	
Workers' Compensation Reports	9	2	0	3	14
Employee Work Hours for Period	159,753				
	17,750	79,877	#DIV/0!	53,251	11,411



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**TRAINING REPORT**  
**April-June 2023**

- A New Hire Class began April 24<sup>th</sup> - Nine candidates started and seven candidates completed the class.
- 31 Recertifications were completed.
- 66 on board safety observations were conducted.
- 14 post-accident remedial trainings were completed.
- 2 maintenance staff CDL Training were completed.
- 25 Moravian College students enrolled in Occupational Therapy were on site for hands-on securement training. The students see how the ramp deploys, where the securement areas are located on the bus, how the devices are secured, how the passenger is secured. Discussions on loading locations and the struggles a person using a mobility device may encounter while using public transportation.

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

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

	Reorganization – Organization Core Info	Grants Applications	Projected Legacy Budget	Unaudited Actual Legacy Budget	Audited Actual Legacy Budget*	Grant Agreement Execution	Invoices	Progress Reports
Position Title:	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director	Executive Director
Position Title:	Sr. Director of Finance	Sr. Director of Finance	Sr. Director of Finance	Sr. Director of Finance			Sr. Director of Finance	Sr. Director of Finance
Position Title:	Sr. Director of Service Support & Planning	Sr. Director of Service Support & Planning	Sr. Director of Service Support & Planning	Sr. Director of Service Support & Planning				Sr. Director of Service Support & Planning
Position Title:			Controller	Controller				Controller
Position Title:								Manager of Communications and Strategic Initiatives
Position Title:			Director of Planning & Scheduling	Director of Planning & Scheduling				Director of Planning & Scheduling

I, Matthew Malozi, Chair of the LANTA Board of Directors do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the LANTA Board of Directors held on the 12<sup>th</sup> day of September 2023.

By: \_\_\_\_\_  
(Signature and Official Title) (Date)


ATTEST:  
LANTA \_\_\_\_\_  
(Name of Governing Body)

By: \_\_\_\_\_  
(Signature and Official Title) (Date)

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



***Lehigh and Northampton Transportation Authority***

To: LANTA Board of Directors  
Fr: Owen P. O'Neil, Executive Director   
Date: September 12, 2023  
RE: 2024 Minimum Municipal Obligation for the Non-Union Employee's Pension Plan

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Act 205 of 1984 requires that the "chief administrative officer" of the pension plan inform the "governing board" of the municipality of the Minimum Municipal Obligation for the following year by the last business day of September. This memo, provided under the guidance of Foster & Foster (our plan's actuary), is intended to satisfy this legal requirement. Questions on our pension costs can either be addressed to me or Foster & Foster at 610-435-9577.

The calculation of the 2024 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2024 Minimum Municipal Obligation certification details this determination.



**LANTA  
NON-UNION EMPLOYEES' PENSION PLAN  
WORKSHEET FOR 2024 MMO**

1. TOTAL ANNUAL PAYROLL (W-2 payroll for 2023)	\$ 4,967,627
2. TOTAL NORMAL COST PERCENTAGE	8.28%
3. TOTAL NORMAL COST (Item 1 x Item 2)	\$ 411,319
4. TOTAL AMORTIZATION REQUIREMENT	\$ 23,239
5. TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$ 21,736
6. TOTAL FINANCIAL REQUIREMENTS (Item 3 + Item 4 + Item 5)	\$ 456,294
7. TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$ 169,981
8. FUNDING ADJUSTMENT	\$ 0
9. MINIMUM MUNICIPAL OBLIGATION (Item 6 - Item 7 - Item 8)	\$ 286,313

\_\_\_\_\_  
Signature of Chief Administrative Officer

\_\_\_\_\_  
Date Certified to Governing Body

**Note: The 2024 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.**



**Lehigh and Northampton Transportation Authority**

To: LANTA Board of Directors  
Fr: Owen P. O'Neil, Executive Director   
Date: September 12, 2023  
RE: 2024 Minimum Municipal Obligation for the Union Employee's Pension Plan

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Act 205 of 1984 requires that the "chief administrative officer" of the pension plan inform the "governing board" of the municipality of the Minimum Municipal Obligation for the following year by the last business day of September. This memo, provided under the guidance of Foster & Foster (our plan's actuary), is intended to satisfy this legal requirement. Questions on our pension costs can either be addressed to me or Foster & Foster at 610-435-9577.

The calculation of the 2024 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2024 Minimum Municipal Obligation certification details this determination.

**LANTA  
UNION EMPLOYEES' PENSION PLAN  
WORKSHEET FOR 2024 MMO**

1. TOTAL ANNUAL PAYROLL (W-2 payroll for 2023)	\$ 16,412,531
2. TOTAL NORMAL COST PERCENTAGE	9.64%
3. TOTAL NORMAL COST (Item 1 x Item 2)	\$ 1,582,168
4. TOTAL AMORTIZATION REQUIREMENT	\$ 951,624
5. TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$ 34,499
6. TOTAL FINANCIAL REQUIREMENTS (Item 3 + Item 4 + Item 5)	\$ 2,568,291
7. TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$ 738,564
8. FUNDING ADJUSTMENT	\$ 0
9. MINIMUM MUNICIPAL OBLIGATION (Item 6 - Item 7 - Item 8)	\$ 1,829,727

\_\_\_\_\_  
Signature of Chief Administrative Officer

\_\_\_\_\_  
Date Certified to Governing Body

**Note: The 2024 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.**



## My trip to school in the morning:

Leave home by \_\_\_\_\_ a.m.  
Leave By Time

I get on the \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Bus Route & Direction Departure Stop Name Bus Departure Time

Get off the bus at \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Arrival Stop Name Arrival Time

Second Bus (if needed):

- ☐ Wait at same stop  
☐ Walk to nearby stop: \_\_\_\_\_

I get on the \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Bus Route & Direction Departure Stop Name Bus Departure Time

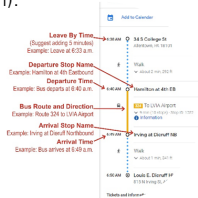
Get off the bus at \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Arrival Stop Name Arrival Time

## Planning Your Trip to and from school on LANTA

By downloading the Transit App, you can search the address or location you are traveling to, and the results will explain which routes to take.

## Using Google Maps (Best for Planning your trip on a phone or computer)

You can find scheduled bus arrival times on Google Maps by entering your starting address and destination address in the Trip Planner box (click the Directions button) and click the Transit transportation mode (the train icon).



LANTA Rider Resources is also available to help at 888-253-8333

## My trip from school in the afternoon:

Leave school by \_\_\_\_\_ p.m.  
Leave By Time

I get on the \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Bus Route & Direction Departure Stop Name Bus Departure Time

Get off the bus at \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Arrival Stop Name Arrival Time

Second Bus (if needed):

- ☐ Wait at same stop  
☐ Walk to nearby stop: \_\_\_\_\_

I get on the \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Bus Route & Direction Departure Stop Name Bus Departure Time

Get off the bus at \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Arrival Stop Name Arrival Time

☐ I have my ASD Student ID with me





### Planificación de su viaje hacia y desde la escuela en LANTA

Al descargar la aplicación Transit, puede buscar la dirección o la ubicación a la que viaja, y los resultados le explicarán qué rutas tomar.

### Uso de Google Maps (mejor para planificar su viaje en un teléfono o computadora)

Puede encontrar horarios de llegada de autobuses programados en Google Maps ingresando su dirección de inicio y dirección de destino en el cuadro Planificador de viaje (haga clic en el botón Direcciones) y haga clic en el modo de transporte público (el icono del tren).



LANTA Rider Resources también  
está disponible para ayudar al  
888-253-8333

## Mi viaje escolar en la mañana

Salir de la casa por \_\_\_\_\_ a.m.  
Salir a Tiempo

Me pongo \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Ruta y Dirección Nombre de la Parada de Salida Hora de Salida

Bajar del autobús \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Nombre de la Parada de Llegada Hora de Llegada

Segundo autobús (si es necesario):

- ☐ Esperar en la parada: \_\_\_\_\_  
☐ Caminar hasta la parada cercana: \_\_\_\_\_

Me pongo \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Ruta y Dirección Nombre de la Parada de Salida Hora de Salida

Bajar del autobús \_\_\_\_\_ at \_\_\_\_\_ a.m.  
Nombre de la Parada de Llegada Hora de Llegada

## Mi viaje de la escuela por la tarde:

Salir de escuela por \_\_\_\_\_ p.m.  
Salir a Tiempo

Me pongo \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Ruta y Dirección Nombre de la Parada de Salida Hora de Salida

Bajar del autobús \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Nombre de la Parada de Llegada Hora de Llegada

Segundo autobús (si es necesario):

- ☐ Esperar en la parada: \_\_\_\_\_  
☐ Caminar hasta la parada cercana: \_\_\_\_\_

Me pongo \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Ruta y Dirección Nombre de la Parada de Salida Hora de Salida

Bajar del autobús \_\_\_\_\_ at \_\_\_\_\_ p.m.  
Nombre de la Parada de Llegada Hora de Llegada

☐ **Tengo mi identificación de estudiante ASD conmigo**