



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

## **LANTA Board of Directors Meeting Minutes**

**December 10, 2024**

**LANTA Administrative Offices, Allentown, PA**

Members Attending: Mike Lichtenberger – Chair of the Authority; Fred Williams – Treasurer of the Authority; Sheila Alvarado – Secretary of the Authority; Matt Malozi; and Beth Halpern.

Members Attending via Webinar / Teleconference: Becky Bradley – Vice Chair of the Authority; Jared Mast; and Kimberly Schaffer.

Members Absent: Amy Beck; Iris Linares; Jennifer Ramos; and Matt Rozsa.

Staff and Contractors Attending: O. O’Neil, N. Ozoa, B. Cotter, J. Polster-Abel, A. Yacko, D. Lightner, A. Jordan, M. Wood, J. Berry – LANTA Staff. Kent Herman – Solicitor.

Public Attending: Maurice Wells.

Public Attending via Webinar/Teleconference: None.

### **1. Call to Order**

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

### **2. Roll Call**

Roll Call was conducted by Mr. O’Neil.

### **3. Public Comment**

No comment was provided during Public Comment.

### **4. Approval of the Minutes**

*The minutes of the November 12, 2024, Board of Directors meeting were approved on a motion made by Mr. Malozi and seconded by Ms. Halpern.*

## 5. Report of the Chair

As part of the Report of the Chair, Mr. Lichtenberger wished all Board members and staff a happy and safe holiday and thanked LANTA employees for their work and commitment to quality public transportation.

## 6. Report of the Committees

- A. Finance Committee – Mr. Williams reported that the Finance Committee met on Tuesday December 3. As part of the agenda, staff presented the financial statements for the LANTaBus, LANTaVan, and Carbon Transit operating divisions for October 2024, subject to audit, which are attached. The meeting included a detailed presentation and discussion of the financial statements.

*On a motion made by Mr. Williams and seconded by Ms. Bradley, the Board voted to approve the LANTaBus, LANTaVan, and Carbon Transit financial statements for October 2024, subject to audit.*

In addition, staff presented the calculations for the 2025 Minimum Municipal Obligation (MMO) for the union and non-union employees' pension plans. The MMO amounts for both plans are approximately ten percent (10%) lower than last year due to healthy employee contributions to the funds and strong investment performance. The calculation summaries are attached.

*On a motion made by Mr. Williams and seconded by Ms. Bradley, the Board voted to approve the 2025 MMO calculations as presented.*

Mr. Williams then concluded his report.

- B. Administration & Safety Committee – Mr. O'Neil reported that the Administration & Safety Committee met in Executive Session on Friday November 22. The agenda included items related to private personnel matters. Actions taken during the Executive Session were detailed in the minutes of the session which were provided to all Board members.

*On a motion made by Mr. Williams and seconded by Mr. Malozi, the Board voted to ratify the actions taken during the November 22 executive session as presented in the session minutes.*

The Administration & Safety Committee also met in open session on Tuesday December 3. As part of the agenda, staff presented the Administration & Safety Dashboard Report which covered employee headcount, current vacancies, and training completed in August. The report is attached.

Staff also presented a recommendation to award a purchase order for up to 15 paratransit vans for LANtaVan fleet replacement. The purchase order award would be contingent upon the completion of the required Buy America audit. The recommendation summary is attached.

*On a motion made by Ms. Halpern and seconded by Mr. Malozi, the Board voted to approve the award of the purchase order for up to 15 paratransit vans contingent upon the completion of the Buy America audit as presented.*

Staff presented a recommendation to award a purchase order for the purchase and installation of an in-ground scissor-style bus lift to be installed at the maintenance bays at the Allentown garage. Based on the procurement process, staff recommended award of the purchase order to Alan Tye & Associates. The recommendation summary is attached.

*On a motion made by Mr. Williams and seconded by Ms. Alvarado, the Board voted to approve the award of the purchase order for the in-ground scissor-style lift to Alan Tye & Associates as presented.*

Staff also presented the Safety Performance Report for the period of July through September 2024. The report included figures for vehicle and non-vehicle accidents and incidents; as well as workers' compensation reports and injuries during the period. The report is attached.

Lastly, representatives from Syncretic Solutions, Inc., LANTA's IT services contractor, provided a summary of IT related projects completed in 2024 and planned projects for 2025. The summary is attached.

Mr. O'Neil then concluded the report.

- C. Service Support & Planning Committee – Mr. Malozi, Chair of the Service Support & Planning Committee, reported that the Committee did not meet in December and that the next meeting of the Committee is scheduled for Tuesday February 11.
- D. Service Delivery & Accessibility Committee – Mr. O'Neil reported that the Service Delivery & Accessibility Committee met on Tuesday December 10 prior to the Board meeting.

The agenda included an opportunity for public comment as well as an update on comments received at the September meeting of the Committee. A summary of that update is attached.

The agenda included a review of the LANtaBus Service Delivery Dashboard Report for the period of July through September 2024. The report is attached. The Dashboard shows that ridership was two percent (2%) lower for the quarter and fiscal year to date compared to the previous fiscal year. Passenger revenue is up significantly from the same period in the previous fiscal year and is approximately ten percent (10%) higher than the most recent quarter. Staff noted that both the ridership and passenger revenue figures were affected by the fact that the first quarter of the previous fiscal year was the last full quarter prior to the fare restoration.

In addition, service reliability performance for the quarter was presented and discussed.

The dashboard also provided data regarding the number and nature of complaints processed regarding LANtaBus service as well as ADA related complaints on the fixed route system.

The agenda also included a review of the LANtaVan Dashboard report for the first quarter of fiscal year 2025. The report is attached. The report shows that ridership was up for fiscal year 2025 compared to fiscal year 2024 by eight percent (8%).

For the quarter, the percentage of trips that were in the on-time window or earlier was 87 percent. 92 percent of trips were 90 minutes or less; and 82 percent of ADA trips were within 15 minutes of the fixed route equivalent.



The dashboard also provided data regarding the number and nature of complaints processed regarding LANTaVan service.

Staff also provided updates on usage trends for the medical certification option for LANTaVan eligibility applicants, new staffing changes for the LANTaBus dispatch function, as well as an update from LANTA's paratransit service contractor, Transdev.

## **7. Other Items**

- Mr. Lichtenberger asked the staff if they had any department updates; department heads reported on progress made in the submission of the annual National Transit Database report required by the Federal Transit Administration; the logistics of the employee holiday party to be held Friday December 13; as well as efforts to fill staffing vacancies in different departments.
- Mr. O'Neil noted that the Downtown Allentown Business Association had decorated a LANTA bus as the Polar Express train at the Allentown Christmas Tree lighting event. DABA staff served hot chocolate and performed a song from the movie for event attendees.

## **8. Adjournment**

The meeting was adjourned at 12:37 p.m.

Respectfully Submitted



1/7/2025

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Sheila Alvarado  
Secretary

Date



***Lehigh and Northampton Transportation Authority***

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**LANTA Board Meeting  
Agenda  
December 10, 2024**

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1. Call to Order
  2. Roll Call
  3. Public Comment
  4. Approval of the Minutes – November 12, 2024 Board Meeting
  5. Report of the Chair
  6. Report of Committees
    - A. Finance – Fred Williams
      - i. Items for consideration of approval:
        - a. Financial Statements October 2024, subject to audit
        - b. Pension Plans MMO Calculations
    - B. Administration & Safety – Sheila Alvarado
      - i. Ratification of Actions taken at November 22 Executive Session
      - ii. Items for consideration of approval:
        - a. Purchase Order – Purchase of Vehicles for LANtaVan Fleet Replacement
        - b. Purchase Order – In-Ground Scissor Style Bus Lift
    - C. Service Support & Planning – Matt Malozi
    - D. Service Delivery & Accessibility – Iris Linares
  7. Other Items
  8. Adjournment
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**Joint LANTA Finance Committee and  
Administration & Safety Committee**

**Agenda  
December 3, 2024**

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**Finance Committee**

1. Call to Order
2. Roll Call
3. Public Comment
4. Review and Recommendation – Financial Statements October 2024 subject to audit
5. Actions
  - a. Approval – 2025 Pension Plan MMO Calculations
6. Other Items
7. Adjournment

**Administration & Safety Committee**

1. Administration & Safety Dashboard
  2. Procurements
    - a. Approval – Purchase Order – Purchase of Vehicles for LANtaVan Fleet Replacement
    - b. Approval – Purchase Order – In-Ground Scissor Style Bus Lift
  3. Actions

None
  4. Reports and Initiatives
    - a. Safety Report – July – September 2024
    - b. Annual IT Projects Summary
  5. Other Items
  6. Adjournment
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# LANtaBus October 2024 Unaudited Financial Statements

## LANtaBus

### October 2024 Unaudited Financial Statements

#### LANtaBus Income Statement Summary For the Period Ending October 31, 2024

|                                | Fiscal Year 2025 |                |                  |                  |                  | YTD Budget Variance     |               |
|--------------------------------|------------------|----------------|------------------|------------------|------------------|-------------------------|---------------|
|                                | PTD              |                | YTD              |                  | Annual Budget    | Favorable (Unfavorable) |               |
|                                | Actual           | Budget         | Actual           | Budget           |                  | Amount                  | Percent       |
| <b>Revenue</b>                 |                  |                |                  |                  |                  |                         |               |
| Passenger Fares                | 276,494          | 192,908        | 1,111,044        | 877,130          | 2,396,151        | 233,914                 | 26.67%        |
| Special Transit Fares          | 27,490           | -              | 54,980           | 58,750           | 235,000          | (3,770)                 | 0.00%         |
| Auxiliary Transportation Reven | 41,667           | 41,667         | 166,667          | 166,667          | 512,500          | 0                       | 0.00%         |
| NonTransportation Revenue      | 5,074            | -              | 9,754            | -                | -                | 9,754                   | 0.00%         |
| <b>Total Revenue</b>           | <b>350,725</b>   | <b>234,575</b> | <b>1,342,445</b> | <b>1,102,546</b> | <b>3,143,651</b> | <b>239,898</b>          | <b>21.76%</b> |

Note: Totals and percentage may not be precise due to independent rounding

## Revenues - \$1,342,445

Current revenues total \$1,342,445. This represents a 21.8 percent increase from the current budget projection of \$1,102,546.

## Passenger Revenue - \$1,111,044

Current passenger fare revenue is above budget projections by \$233,914, representative of a 26.7% budget variance. The current fare revenue collected is \$447 below the GFI stated revenue collected. GFI industry standards state an anticipated variance of +/- 0.5 percent is reasonable.

#### DAILY REVENUE ANALYSIS

| DATE          | GFI<br>AMOUNT     | FISCAL YEAR 2025    |                 |               |
|---------------|-------------------|---------------------|-----------------|---------------|
|               |                   | ACTUALLY<br>COUNTED | DIFFERENCE      | %             |
| JULY          | \$ 149,187.29     | \$ 148,287.42       | (899.87)        | -0.60%        |
| AUGUST        | 142,925.88        | 143,011.94          | 86.06           | 0.06%         |
| SEPTEMBER     | 158,009.72        | 158,036.30          | 26.58           | 0.02%         |
| OCTOBER       | 152,209.32        | 152,870.13          | 660.81          | 0.43%         |
| <b>TOTALS</b> | <b>711,715.85</b> | <b>711,268.49</b>   | <b>(447.36)</b> | <b>-0.06%</b> |

**Auxiliary Transportation Revenues - \$166,667**

This category includes vehicle and shelter advertising revenues. Current revenue aligns with current budget projections.

**Non-Transportation Revenues - \$9,754**

**Investment Income - \$8,264**

Amount represents the interest income earned on the LANTA's general checking account balance.

**Non-Transportation Income - \$1,490**

Amount represents the revenue earned from the replacement of reduced fare cards, and administrative fees for managing wage attachments.

## LANtaBus October 2024 Unaudited Financial Statements

### LANtaBus Income Statement Summary For the Period Ending October 31, 2024

| Expenses                       | Fiscal Year 2025 |                  |                   |                   |                   | YTD Budget Variance     |               |
|--------------------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------------|---------------|
|                                | PTD              |                  | YTD               |                   | Annual Budget     | Favorable (Unfavorable) |               |
|                                | Actual           | Budget           | Actual            | Budget            |                   | Amount                  | Percent       |
| Labor                          | 1,792,861        | 1,613,051        | 6,789,258         | 6,446,876         | 19,356,608        | (342,382)               | -5.31%        |
| Fringe Benefits                | 930,277          | 1,187,224        | 4,512,810         | 4,401,341         | 16,441,686        | (111,469)               | -2.53%        |
| <b>Total Labor and Fringes</b> | <b>2,723,138</b> | <b>2,800,275</b> | <b>11,302,067</b> | <b>10,848,217</b> | <b>35,798,294</b> | <b>(453,850)</b>        | <b>-4.18%</b> |
| Services                       | 186,436          | 228,237          | 824,526           | 759,687           | 2,738,842         | (64,839)                | -8.53%        |
| Fuel                           | 67,897           | 174,332          | 526,405           | 619,556           | 2,091,988         | 93,151                  | 15.04%        |
| Tires & Tubes                  | 12,198           | 11,803           | 51,675            | 47,500            | 137,035           | (4,175)                 | -8.79%        |
| Materials & Supplies           | 172,916          | 247,080          | 656,660           | 793,245           | 2,964,957         | 136,586                 | 17.22%        |
| Utilities                      | 66,558           | 78,538           | 246,761           | 286,316           | 942,456           | 39,555                  | 13.82%        |
| Casualty & Liability           | 41,921           | 117,175          | 168,612           | 251,780           | 1,406,089         | 83,168                  | 33.03%        |
| Taxes                          | 1,890            | 308              | 7,471             | 1,508             | 4,296             | (5,963)                 | -395.45%      |
| Purchase of Transportation     | 336,110          | 223,755          | 1,005,559         | 795,645           | 2,684,946         | (209,914)               | -26.38%       |
| Miscellaneous                  | 24,938           | 22,659           | 106,622           | 74,477            | 271,891           | (32,145)                | -43.16%       |
| Interest                       | -                | 100              | 4,288             | 481               | 1,200             | (3,807)                 | -790.73%      |
| Leases & Rentals               | 2,292            | 2,392            | 36,786            | 9,621             | 28,709            | (27,165)                | -282.36%      |
| <b>Total Expenses</b>          | <b>3,636,295</b> | <b>3,906,653</b> | <b>14,937,434</b> | <b>14,488,034</b> | <b>49,070,703</b> | <b>(449,399)</b>        | <b>-3.10%</b> |

*Note: Totals and percentage may not be precise due to independent rounding*

### **Expenditures - \$14,937,434**

Collectively, operating expenditures are above current budget projections by \$449,399, representative of a 3.1 percent budget variance.

### **Labor - \$4,996,397**

Collectively, current labor costs, after Carbon Transit and LANtaVan allocations, are approximately \$342K above current budget projections, representative of a 5.3% increase.

### **Operator Wages - \$4,675,992**

Current operator wages are based on a total of 199 operators, 142,968 payroll hours, of which 14,701 hours are attributable to overtime premiums: an average of 73.87 overtime hours per operator. The continued payment of overtime is attributed to the following:

- Total of 2,299 absences through October 31st
  - Average of 19.0 absences per day
- 2,299 absences are comprised of the following
  - 991 Vacation days



## LANtaBus October 2024 Unaudited Financial Statements

- 851 Sick
- 282 FMLA
- 35 Union Business
- 69 Excused
- 25 Unexcused
- 12 Missed
- 13 Leaves of Absences
- 21 Other

### Salaries and Wages General Administration - \$1,166,595

Current G & A salaries and wages are based on a total of 86 employees, 50,796 payroll hours, of which 1,426 hours are attributable to overtime.

### Non-Vehicle Maintenance - \$90,892

Current non-vehicle maintenance wages are based on a total of 7 janitors and 3,337 payroll hours, of which 25 hours are attributable to overtime.

### Vehicle Maintenance - \$855,779

Current vehicle maintenance wages are based on a total of 39 mechanics, specialists and road and service employees, 25,042.5 payroll hours of which 767 hours are attributable to overtime.

### **Fringe Benefits - \$4,512,810**

Collectively, fringe benefits, after Carbon Transit and LANtaVan allocations, are approximately \$111K above the current budget projections of \$4,401,341, representative of a 2.5% increase.

### FICA - \$534,102

Costs are based on the calculation of 7.65% of current salaries and wages. Current salaries and wages for the purposes of the FICA calculation include wages paid under holiday, sick, vacation and other absences.

### Unemployment Expense - \$12,055

Costs are representative of the monthly allocation of the 2024 Solvency Fee and unemployment claims deemed reimbursable by PA-UC.

## LANTaBus October 2024 Unaudited Financial Statements

### Union Pension - \$618,959

Costs are representative of the monthly Municipal Minimum Obligation Employer contribution payment to the LANTA Union Pension Plan and the union portion of the 2024 Fiduciary Liability insurance. Current costs align with budget projections.

### Non-Union Pension - \$98,146

Costs are representative of the monthly Municipal Minimum Obligation Employer contribution payment to the LANTA Non-Union Pension Plan and the non-union portion of the 2024 Fiduciary Liability insurance. Current costs align with budget projections.

### Non-Union 457 ER Match - \$11,744

This amount represents the total employer contribution to employees' IRC 457(b) plans who are covered by the Non-Union Pension Plan Alternative B. Current contributions align with the budget projections.

### Medical Insurance - \$2,369,856

The Authority offers its employees the Capital Blue Cross PPO Plus medical insurance plan. Dental and vision coverage are provided by Capital Blue Cross as well. The Authority's plan is self-insured, and there is a stop-loss insurance policy in place. Current costs are above current budget projections by approximately \$52K, a 12.3 percent budget variance.

#### **LANTaBus Health Insurance October 31, 2024**

|  |           |                  |
|--|-----------|------------------|
| Claims billed through October 31, 2024             | \$        | 2,464,381        |
| Administration Costs billed through September 2024 |           | 87,066           |
| LVBCH  |           | 48               |
| CANARX   |           | 2,355            |
| <b>Total Admin Fees and Claims</b>                 | <b>\$</b> | <b>2,553,850</b> |
| <b>Reimbursements</b>                              |           |                  |
| EE Contributions                                   | \$        | 149,931          |
| Pensioner Contributions                            |           | 307              |
| Stop Loss  |           | 33,755           |
| <b>Total Program Reimbursements</b>                | <b>\$</b> | <b>183,994</b>   |
| <b>Net Healthcare Costs</b>                        | <b>\$</b> | <b>2,369,856</b> |

Cost per covered EE - 321 employees as of 10/31 \$ 7,383



## LANtaBus October 2024 Unaudited Financial Statements

### Life Insurance - \$38,032

Current costs align with budget projections.

### Short-Term Disability Insurance - \$151,967

Current costs align with budget projections.

### Long-Term Disability Insurance - \$3,504

Current costs align with budget projections.

### Workers' Compensation Insurance - \$369,333

Current costs align with budget projections.

### Sick Leave, Holiday, Vacation and Other Paid Absences - \$495,406

Annual costs are representative of the paid time off categories taken by all employees. Current costs are above current budget projections by 0.2%. The increase in costs can be attributed to the adjustment of accruals to actual values.

### Tool and Uniform Allowance - \$24,681

Annual costs represent the uniform costs for non-union and union employees. Current costs are above the current year budget projection by 1.8%.

### Fringe Benefits – Other - \$9,124

This line item represents employee reimbursement of employment required expenses, such as CDL reimbursements and DOT physicals.

### Fringe Benefit Distribution – (\$224,099)

This category includes all benefits allocated to Carbon Transit and LANtaVan.

### Outside Services - \$824,526

Current costs reflect an increase of 8.5 percent over the current budget projection of \$759,687. The net increase can be attributed to FY2025 budget allocation and an increase in third party services such as building maintenance and repairs and temporary help services.

## LANtaBus October 2024 Unaudited Financial Statements

### **Fuel - \$526,405**

Current costs are below budget projections by 15.0 percent and is attributable to the budget assumption of a higher than actual diesel fuel usage for the first quarter and decrease in actual CNG usage.

### **Tires and Tubes - \$51,675**

Current costs are estimated and are above budget projections by 8.8 percent.

### **Materials and Supplies - \$656,660**

Current costs represent the cost of materials to keep the revenue vehicle fleet in a state of good repair as well as office and computer supplies. Current costs are below budget projections by \$137,035, a 17.2% budget variance.

### **Utilities - \$246,761**

Current costs are inclusive of routine utility costs for items such as Refuse Removal, Water & Sewer, Electric, Gas Heat, transit center utilities and Internet fees. Annual costs are below current year budget projections by approximately \$40K, a 13.8% budget variance.

### **Casual & Liability Insurance - \$168,612**

Annual costs include the property damage and liability insurance purchased through the SAFTI program. Costs are currently below budget projections by approximately \$83K, a 33% budget variance.

### **Taxes - \$7,471**

This category includes expense line items for vehicle license & registration fees and fuel recovery fees as well as real estate taxes.

### **Purchased Transportation - \$1,005,559**

Current costs reflect the four components that affect the Purchased Transportation line item for LANtaBus. Those components consist of the Carbon Transit Fixed Route, ADA Operating Expenses for both Carbon and LANtaVan, Flex Services and Certification

## LANtaBus October 2024 Unaudited Financial Statements

transportation services. Collectively, this expense category is above current budget projections by \$209,914, a 26.3% budget variance.

### **Miscellaneous - \$106,622**

The "Miscellaneous" line item is used to properly classify related expenditures which, under NTD reporting, cannot be included in any other expense line item. Collectively, current costs are above budget projections by approximately \$32K.

### **Interest - \$4,288**

The annual amount represents the costs of operating on the line of credit due to fund sweeps.

### **Leases - \$36,786**

Costs include the rental costs for the Lehigh Valley Mall Transit Center, LANtaBus's allocation of the Rider Resources Center rent and various office equipment.



## LANtaBus October 2024 Unaudited Financial Statements

### LANtaBus Income Statement Summary For the Period Ending October 31, 2024

| Subsidy                        | Fiscal Year 2025  |                  |                   |                   |                   | YTD Budget Variance     |                  |
|--------------------------------|-------------------|------------------|-------------------|-------------------|-------------------|-------------------------|------------------|
|                                | PTD               |                  | YTD               |                   | Annual            | Favorable (Unfavorable) |                  |
|                                | Actual            | Budget           | Actual            | Budget            | Budget            | Amount                  | Percent          |
| Local Subsidy                  | 112,269           | 112,269          | 449,076           | 377,723           | 1,347,227         | (71,353)                | -18.89%          |
| State Subsidy                  | 2,341,494         | 2,889,010        | 10,144,507        | 10,220,464        | 35,626,942        | 75,957                  | 0.74%            |
| Federal Subsidy - ADA          | 142,651           | 80,084           | 405,928           | 364,214           | 960,999           | (41,714)                | -11.45%          |
| Federal Subsidy - Safety & Sec | 42,106            | 42,225           | 127,504           | 249,768           | 632,474           | 122,264                 | 48.95%           |
| Federal Subsidy - VOH          | -                 | -                | 8,192             | 12,266            | 792,658           | 4,074                   | 33.22%           |
| Federal Subsidy - PM           | 648,199           | 538,093          | 2,428,778         | 2,122,099         | 6,457,124         | (306,679)               | -14.45%          |
| Federal Subsidy - Tire Lease   | 9,499             | 10,397           | 31,004            | 38,955            | 109,628           | 7,950                   | 20.41%           |
| <b>Total Subsidy</b>           | <b>3,296,217</b>  | <b>3,672,078</b> | <b>13,594,989</b> | <b>13,385,488</b> | <b>45,927,052</b> | <b>(209,501)</b>        | <b>-1.57%</b>    |
| <br><b>Surplus (Deficit)</b>   | <br><b>10,647</b> | <br><b>0</b>     | <br><b>0</b>      | <br><b>0</b>      | <br><b>-</b>      | <br><b>(0)</b>          | <br><b>0.00%</b> |

*Note: Totals and percentage may not be precise due to independent rounding*

### **Subsidy - \$13,594,989**

The year-to-date funded deficit recorded on LANtaBus totals \$13,594,989. This represents a 1.6 percent increase from the current budget projection of \$13,385,488. Current total subsidies equal the amount of the deficit.

### **Local Subsidy - \$449,076**

This category includes the general operating assistance revenues received from the Counties of Lehigh and Northampton. Year-to-date local subsidy is above current year budget projections by 18.9%.

### **State Subsidy - \$10,144,507**

This category includes the operating assistance funds from PennDOT to assist in paying the cost of operating transit services. The current state subsidy is representative of 4/12<sup>th</sup> of the FY2025 allocation amount plus \$1,408,415 of Act 44 prior year reserves to subsidize the remaining operating deficit LANtaBus. Year-to-date state subsidy is below current year budget projections by 0.7%.

### **Federal Subsidy - \$3,001,407**

This category covers funds obtained from the Federal Government to assist in paying the costs of operating transit services. Formula funding for FY 2025 has been used to fund preventative maintenance activities, tire lease, safety and security and ADA total operating expenses. The balance of federal subsidy was provided from the Vehicle Overhaul Program

## LANtaBus October 2024 Unaudited Financial Statements

(VOH). Total federal subsidies are above current budget projections collectively by \$214,106, a 7.7% budget variance. The variance is attributed to an increase in actual costs for the Preventative Maintenance program and maintenance payroll than anticipated.

LANtaBus October 2024 Unaudited Financial Statements

**LANtaBus Revenue and Expense Department Detail**

LANtaBus  
October 31, 2024

|  | Operations            | Maintenance           | General Administration | Total                     |
|--|-----------------------|-----------------------|------------------------|---------------------------|
| Salaries & Wages                         | 5,324,875.73          | 1,216,728.98          | 247,652.99             | \$ 6,789,257.70           |
| Fringe Benefits                          | 3,285,142.49          | 654,512.97            | 573,154.30             | 4,512,809.76              |
| Services                                 | 354,240.94            | 116,757.79            | 353,532.19             | 824,530.92                |
| Materials & Supplies                     | 13,576.53             | 622,827.97            | 20,255.13              | 656,659.63                |
| Fuel                                     | 526,405.48            | -                     | -                      | 526,405.48                |
| Tires and Tubes                          | 51,674.56             | -                     | -                      | 51,674.56                 |
| Utilities                                | -                     | -                     | 246,761.20             | 246,761.20                |
| Insurances                               | -                     | -                     | 168,612.17             | 168,612.17                |
| Taxes                                    | -                     | -                     | 7,471.46               | 7,471.46                  |
| Purchased Transportation                 | 1,005,559.37          | -                     | -                      | 1,005,559.37              |
| Miscellaneous Expense                    | -                     | 18,649.08             | 87,972.57              | 106,621.65                |
| Interest Expense                         | -                     | -                     | 4,288.23               | 4,288.23                  |
| Leases                                   | -                     | -                     | 36,781.46              | 36,781.46                 |
| <b>Total Expenditures</b>                | <b>10,561,475.10</b>  | <b>2,629,476.79</b>   | <b>1,746,481.70</b>    | <b>\$ 14,937,433.59</b>   |
| <b>Revenue</b>                           |                       |                       |                        |                           |
| Passenger Fares                          | 1,111,043.68          |                       |                        | 1,111,043.68              |
| Special Route Guarantees                 | 54,980.00             |                       |                        | 54,980.00                 |
| Advertising Commissions                  | 166,666.68            |                       |                        | 166,666.68                |
| Rental Income                            | -                     |                       |                        | -                         |
| Investment Income                        | 8,264.03              |                       |                        | 8,264.03                  |
| Non-transportation Income                | 1,490.02              |                       |                        | 1,490.02                  |
| <b>Total Revenue</b>                     | <b>1,342,444.41</b>   | <b>-</b>              | <b>-</b>               | <b>\$ 1,342,444.41</b>    |
| <b>Gross Surplus/(Deficit)</b>           | <b>(9,219,030.69)</b> | <b>(2,629,476.79)</b> | <b>(1,746,481.70)</b>  | <b>\$ (13,594,989.18)</b> |
| <b>Subsidy</b>                           |                       |                       |                        |                           |
| Tire Lease - Federal/State/Local         | 38,755.56             |                       |                        | \$ 38,755.56              |
| ADA - Federal/State/Local                | 507,410.00            |                       |                        | 507,410.00                |
| Safety & Security - Federal/State        | 255,008.87            |                       |                        | 255,008.87                |
| Preventative Maint - Federal/State/Local | 402,068.31            | 2,566,862.07          |                        | 2,968,930.38              |
| VOH - Federal/State/Local                |                       | 16,383.50             |                        | 16,383.50                 |
| Local Operating Assistance               | 227,853.85            | 46,231.22             | 56,137.90              | 330,222.97                |
| State Operating Assistance               | 7,787,934.10          |                       | 1,690,343.80           | 9,478,277.90              |
| <b>Total Subsidy by Expense Class</b>    | <b>9,219,030.69</b>   | <b>2,629,476.79</b>   | <b>1,746,481.70</b>    | <b>\$ 13,594,989.18</b>   |
| <b>Surplus/(Deficit)</b>                 | <b>-</b>              | <b>-</b>              | <b>-</b>               | <b>-</b>                  |

Note: Totals and percentage may not be precise due to independent rounding



**LANtaBus**  
**Income Statement Summary**  
For the Period Ending October 31, 2024

|                                  | Fiscal Year 2025   |                    |                     |                     | YTD Budget Variance     |               |
|----------------------------------|--------------------|--------------------|---------------------|---------------------|-------------------------|---------------|
|                                  | PTD                |                    | YTD                 |                     | Favorable (Unfavorable) |               |
|                                  | Actual             | Budget             | Actual              | Budget              | Amount                  | Percent       |
| <b>Revenue</b>                   |                    |                    |                     |                     |                         |               |
| Passenger Fares                  | 276,494            | 192,908            | 1,111,044           | 877,130             | 233,914                 | 26.67%        |
| Special Transit Fares            | 27,490             | -                  | 54,980              | 58,750              | (3,770)                 | 0.00%         |
| Auxiliary Transportation Revenue | 41,667             | 41,667             | 166,667             | 166,667             | 0                       | 0.00%         |
| Non-Transportation Revenue       | 5,074              | -                  | 9,754               | -                   | 9,754                   | 0.00%         |
| <b>Total Revenue</b>             | <b>350,725</b>     | <b>234,575</b>     | <b>1,342,445</b>    | <b>1,102,546</b>    | <b>239,898</b>          | <b>21.76%</b> |
| <b>Expenses</b>                  |                    |                    |                     |                     |                         |               |
| Labor                            | 1,792,861          | 1,613,051          | 6,789,258           | 6,446,876           | 342,382                 | -5.31%        |
| Fringe Benefits                  | 930,277            | 1,187,224          | 4,512,810           | 4,401,341           | (111,469)               | -2.53%        |
| <b>Total Labor and Fringes</b>   | <b>2,723,138</b>   | <b>2,800,275</b>   | <b>11,302,067</b>   | <b>10,848,217</b>   | <b>(453,850)</b>        | <b>-4.18%</b> |
| Services                         | 186,436            | 228,237            | 824,526             | 759,687             | (64,839)                | -8.53%        |
| Fuel                             | 67,897             | 174,332            | 526,405             | 619,556             | 93,151                  | 15.04%        |
| Tires & Tubes                    | 12,198             | 11,803             | 51,675              | 47,500              | (4,175)                 | -8.79%        |
| Materials & Supplies             | 172,916            | 247,080            | 656,660             | 793,245             | 136,586                 | 17.22%        |
| Utilities                        | 66,558             | 78,538             | 246,761             | 286,316             | 39,555                  | 13.82%        |
| Casualty & Liability             | 41,921             | 117,175            | 168,612             | 251,780             | 83,168                  | 33.03%        |
| Taxes                            | 1,890              | 308                | 7,471               | 1,508               | (5,963)                 | -395.45%      |
| Purchase of Transportation       | 336,110            | 223,755            | 1,005,559           | 795,645             | (209,914)               | -26.38%       |
| Miscellaneous                    | 24,938             | 22,659             | 106,622             | 74,477              | (32,145)                | -43.16%       |
| Interest                         | -                  | 100                | 4,288               | 481                 | (3,807)                 | -790.73%      |
| Leases & Rentals                 | 2,292              | 2,392              | 36,786              | 9,621               | (27,165)                | -282.36%      |
| <b>Total Expenses</b>            | <b>3,636,295</b>   | <b>3,906,653</b>   | <b>14,937,434</b>   | <b>14,488,034</b>   | <b>(449,399)</b>        | <b>-3.10%</b> |
| <b>Gross Surplus (Deficit)</b>   | <b>(3,285,570)</b> | <b>(3,672,078)</b> | <b>(13,594,989)</b> | <b>(13,385,488)</b> | <b>(209,501)</b>        | <b>-1.57%</b> |
| <b>Subsidy</b>                   |                    |                    |                     |                     |                         |               |
| Local Subsidy                    | 112,269            | 112,269            | 449,076             | 377,723             | (71,353)                | -18.89%       |
| State Subsidy                    | 2,341,494          | 2,889,010          | 10,144,507          | 10,220,464          | 75,957                  | 0.74%         |
| Federal Subsidy - ADA            | 142,651            | 80,084             | 405,928             | 364,214             | (41,714)                | -11.45%       |
| Federal Subsidy - Safety & Sec   | 42,106             | 42,225             | 127,504             | 249,768             | 122,264                 | 48.95%        |
| Federal Subsidy - VOH            | -                  | -                  | 8,192               | 12,266              | 4,074                   | 33.22%        |
| Federal Subsidy - PM             | 648,199            | 538,093            | 2,428,778           | 2,122,099           | (306,679)               | -14.45%       |
| Federal Subsidy - Tire Lease     | 9,499              | 10,397             | 31,004              | 38,955              | 7,950                   | 20.41%        |
| <b>Total Subsidy</b>             | <b>3,296,217</b>   | <b>3,672,078</b>   | <b>13,594,989</b>   | <b>13,385,488</b>   | <b>(209,501)</b>        | <b>-1.57%</b> |
| <b>Surplus (Deficit)</b>         | <b>10,647</b>      | <b>0</b>           | <b>0</b>            | <b>0</b>            | <b>(0)</b>              | <b>0.00%</b>  |



**LANtaBus**  
**Statement of Net Assets**  
September 30, 2024

**CURRENT ASSETS**

|                                 |                   |
|---------------------------------|-------------------|
| Cash                            | \$ (6,832,417)    |
| Accounts Receivable             | 195,630           |
| Interdivisional Receivable - CT | 844,476           |
| Interdivisional Receivable -LV  | 1,343,328         |
| Inventories                     | 1,096,293         |
| Prepaid Expenses                | 28,627,228        |
| Grants Receivable               | 15,300,257        |
| Total Current Assets            | <u>40,574,794</u> |

**RESTRICTED ASSETS**

|      |                   |
|------|-------------------|
| Cash | <u>10,907,808</u> |
|------|-------------------|

**CAPITAL ASSETS**

|  |                   |
|--|-------------------|
| Capital Assets Not Being Depreciated   | 147,970           |
| Capital Assets Being Depreciated - Net | 42,013,282        |
| Total Capital Assets                   | <u>42,161,252</u> |

**TOTAL ASSETS**

\$ 93,643,854

**CURRENT LIABILITIES**

|                              |                   |
|------------------------------|-------------------|
| Note Payable                 | \$ -              |
| Loan Payable                 | -                 |
| Interdivisional Payable      | -                 |
| Accounts Payable             | 916,476           |
| Accrued Expenses:            | -                 |
| Wages                        | 1,244,227         |
| Professional Fees            | 30,688            |
| Other                        | 814,873           |
| Deferred Other Funding       | 41,691,199        |
| Due To Commonwealth of PA    | 20,279,143        |
| Deferred Local Grant Funding | (423,625)         |
| Total Current Liabilities    | <u>64,552,981</u> |

**NET ASSETS**

|                            |                   |
|----------------------------|-------------------|
| Invested In Capital Assets | 42,174,532        |
| Unrestricted Equity        | (13,083,659)      |
| Restricted Equity          | -                 |
| Total Net Assets           | <u>29,090,873</u> |

**TOTAL CURRENT  
LIABILITIES AND NET  
ASSETS**

\$ 93,643,854

# LANtaVan October 2024 Unaudited Financial Statements

## LANtaVan

### October 2024 Unaudited Financial Statements

| LANtaVan<br>Income Statement Summary<br>For the Period Ending October 31, 2024 |                  |                |                  |                  |                  |                         |               |
|--|------------------|----------------|------------------|------------------|------------------|-------------------------|---------------|
|  | Fiscal Year 2025 |                |                  |                  |                  | YTD Budget Variance     |               |
|  | PTD              |                | YTD              |                  | Annual<br>Budget | Favorable (Unfavorable) |               |
|  | Actual           | Budget         | Actual           | Budget           |                  | Amount                  | Percent       |
| <b>Revenue</b>   |                  |                |                  |                  |                  |                         |               |
| Passenger Fares  | 58,558           | 37,199         | 192,518          | 146,379          | 443,396          | 46,139                  | 31.52%        |
| Non-Transportation Revenues  | -                | -              | -                | -                | -                | -                       | 0.00%         |
| Local Special Fare Assistance  | 286,491          | 262,681        | 844,609          | 822,428          | 2,204,822        | 22,181                  | 2.70%         |
| State Reimbursements   | 269,780          | 232,193        | 1,020,577        | 882,541          | 2,752,584        | 138,036                 | 15.64%        |
| State Special Fare Assistance  | 280,448          | 267,832        | 1,261,705        | 1,662,573        | 4,260,937        | (400,868)               | -24.11%       |
| <b>Total Revenue</b>   | <b>895,277</b>   | <b>799,905</b> | <b>3,319,409</b> | <b>3,513,921</b> | <b>9,661,739</b> | <b>(194,512)</b>        | <b>-5.54%</b> |

Note: Totals and percentage may not be precise due to independent rounding

## **Revenues - \$3,319,409**

Current revenues total \$3,319,409. This represents a 5.5 percent decrease from the current budget projection of \$3,513,921. Revenue ridership has increased approximately 8.3% from the prior year period.

### **Passenger Revenues - \$192,518**

#### **General Public Fares (GPF) Copays - \$192,518**

Current GPF Copays are 31.5 percent above the current budget projection of \$146,379. Total completed fare paying revenue trips, which includes trips performed under ADA, ARC, GMCO, GPB, HH, Lottery, NUR and PWD programs, total 50,209 trips.

### **Local Special Fare Assistance - \$844,609**

Collectively, Local Special Fare Assistance is \$22,181 above the current budget projection of \$822,428, resulting in a 2.7 percent budget variance.

#### **Lehigh County Area Agency on Aging (LCAAA) - \$18,307**

Currently this line item represents revenue earned on ridership for Lehigh County AAA (LCAAA) sponsored clients. For those sponsored clients under 65 years of age, LCAAA pays

## LANtaVan October 2024 Unaudited Financial Statements

the full fare of the trip and for those clients over 65 years of age, LCAAA pays the 15% copay while the remaining 85% is paid for by the Senior Shared Ride Lottery Program. LCAAA revenue represents a total of 3,809 completed revenue trips.

### Northampton County Area Agency on Aging (NCAAA) - \$24,084

Currently this line item represents revenue earned on ridership for Northampton County AAA (NCAAA) sponsored clients. For those sponsored clients under 65 years of age, NCAAA pays the full fare of the trip and for those clients over 65 years of age, NCAAA pays the 15% copay while the remaining 85% is paid for by the Senior Shared Ride Lottery Program. NCAAA revenue represents a total of 5,035 completed revenue trips.

### American with Disabilities Act (ADA) - \$788,973

This line item represents the total operating costs of the ADA program less ADA client copays. Current revenue consists of total revenue ridership of 13,935 trips, for total operating costs of \$844,061 less \$55,088 in ADA client copays.

### Certification Services (CER) - \$13,244

This line item represents the cost of the LANTA sponsored transportation for potential paratransit consumers to/from their evaluations. Current revenue reflects a total of 347 trips performed, a decrease of 8.2 percent from the previous fiscal year period.

### **State Reimbursements - \$1,020,577**

Current State Reimbursements are \$138,036 above current budget projections, resulting in a 15.6 percent budget variance.

### Senior Shared Ride Lottery - \$944,321

Shared Ride revenue is representative of 33,396 completed revenue trips and full 85% reimbursement from the Senior Shared Ride (SSR) Lottery Program. SSR Lottery ridership has increased 15.4 percent when compared to the previous fiscal year period.

### Persons with Disabilities (PWD) - \$76,255

PWD revenue is representative of 2,253 revenue trips and full 85% reimbursement from the Senior PWD ridership has increased 30.5 percent when compared to the previous fiscal year period.



**State Special Fare Assistance - \$1,261,705**

**Lehigh County MATP – \$781,945**

Lehigh County MATP revenue is representative of the total annual operating costs for the Lehigh County MA Program. Collectively, revenue ridership for Lehigh County MATP totals 15,365 trips. Lehigh County MATP revenue ridership is comprised of the following MATP trip types:

- MATP Under 65 – 11,096
- MATP Out of County – 110
- MATP Mileage Reimbursement – 3,975
- MATP Fixed Route Reimbursement – 184
- MATP Pass-Through – 0

**Northampton County MATP - \$479,760**

Northampton County MATP revenue is representative of the total annual operating costs for the Northampton County MA Program. Collectively, revenue ridership for Northampton County MATP totals 9,272 trips. Northampton County MATP revenue ridership is comprised of the following MATP trip types:

- MATP Under 65 – 5,600
- MATP Out of County – 148
- MATP Mileage Reimbursement – 3,034
- MATP Fixed Route Reimbursement – 490
- MATP Pass-Through – 0

## LANtaVan October 2024 Unaudited Financial Statements

### LANtaVan Income Statement Summary For the Period Ending October 31, 2024

| Expenses                               | Fiscal Year 2025 |                  |                  |                  |                   | YTD Budget Variance     |               |
|--|------------------|------------------|------------------|------------------|-------------------|-------------------------|---------------|
|  | PTD              |                  | YTD              |                  | Annual Budget     | Favorable (Unfavorable) |               |
|  | Actual           | Budget           | Actual           | Budget           |                   | Amount                  | Percent       |
| Labor                                  | 46,771           | 91,865           | 234,176          | 278,720          | 1,005,266         | 44,544                  | 15.98%        |
| Fringe Benefits                        | 37,798           | 71,717           | 187,723          | 267,915          | 804,213           | 80,193                  | 29.93%        |
| <b>Total Labor and Fringe Benefits</b> | <b>84,570</b>    | <b>163,583</b>   | <b>421,899</b>   | <b>546,636</b>   | <b>1,809,479</b>  | <b>124,737</b>          | <b>22.82%</b> |
| Services                               | 16,374           | 13,489           | 81,778           | 54,640           | 193,159           | (27,138)                | -49.67%       |
| Fuel                                   | 81,390           | 83,740           | 349,420          | 352,588          | 1,005,861         | 3,168                   | 0.90%         |
| Tires & Tubes                          | -                | -                | -                | -                | -                 | -                       | 0.00%         |
| Materials & Supplies                   | 4,440            | 3,655            | 16,031           | 14,249           | 45,000            | (1,782)                 | -12.51%       |
| Utilities                              | 20,279           | 13,819           | 60,436           | 57,978           | 185,673           | (2,458)                 | -4.24%        |
| Casualty & Liability                   | 1,083            | 1,083            | 4,333            | 4,333            | 13,000            | -                       | 0.00%         |
| Taxes                                  | 9,802            | 8,169            | 39,208           | 32,677           | 97,000            | (6,532)                 | -19.99%       |
| Purchase of Transportation Service     | 773,323          | 765,305          | 3,016,302        | 3,002,696        | 8,713,643         | (13,606)                | -0.45%        |
| Miscellaneous                          | 1,370            | 1,475            | 5,164            | 5,332            | 22,700            | 167                     | 3.14%         |
| Interest                               | -                | -                | -                | -                | -                 | -                       | 0%            |
| Rent                                   | 71,702           | 72,421           | 284,327          | 289,684          | 871,356           | 5,357                   | 1.85%         |
| <b>Total Expenses</b>                  | <b>1,064,334</b> | <b>1,126,740</b> | <b>4,278,899</b> | <b>4,360,813</b> | <b>12,956,871</b> | <b>81,914</b>           | <b>1.88%</b>  |

*Note: Totals and percentage may not be precise due to independent rounding*

### **Operating Expenditures - \$4,278,899**

Collectively, operating expenditures are below current budget projections by \$81,914, a 1.9 percent budget variance.

### **Salaries and Wages - \$234,176**

Salaries and wages are 16.0 % below the current budget projection of \$278,720. The decrease is attributable to the budget allocation.

Salaries for the Authority's Accessibility Service Specialists, Paratransit Schedulers, Executive Director, Director of Paratransit Service, Sr. Director of Finance, Controller, Finance Specialists, Sr. Director of Service Accessibility, Manager Rider Resources, Treasury Clerks, the Rider Resource Representatives are accounted for within this line item.

The Rider Resources call center staff and Rider Resources Manager salaries are allocated by call volume percentages. The percentages used for FY 2025 are as follows:

- 6.7% Carbon Transit

## LANtaVan October 2024 Unaudited Financial Statements

- 33.2% LANtaBus
- 60.1% LANtaVan

The remaining staff salaries allocated to LANtaVan are equivalent to the direct time spent performing tasks related to the LANtaVan division.

### **Fringe Benefits - \$187,723**

#### **FICA - \$17,914**

Current costs are based on the calculation of 7.65% of current salaries and wages.

#### **Uniform - \$382**

Current costs are representative of uniforms for employees of LANta's Paratransit division.

#### **Fringe Benefits- \$169,427**

Costs include the allocation of benefit costs to the LANtaVan Division for staff time to administer the paratransit program. Fringe benefits are allocated at 80% of total wages.

Collectively, fringe benefits are 29.9 percent below current budget projections.

### **Outside Services - \$81,778**

Current costs reflect an increase of 49.7% percent over the current budget projection of \$54,640. The net increase can be attributed to the approximate \$15K in unanticipated van repairs and an increase in computer supplies.

### **Materials and Supplies - \$16,031**

Current costs reflect an increase of 12.5 percent over the current budget projection of \$14,249.

#### **Office Supplies - \$11,837**

Current costs are representative of routine purchases of office and computer supplies, reprinting of LANtaVan applications, brochures, and offsite storage fees.



## LANtaVan October 2024 Unaudited Financial Statements

### **Freight - \$4,193**

Current costs are representative of the postage expense of LANtaVan specific items less the postage received on each online ticket purchase. Each online ticket purchase offsets the postage costs at a rate of \$1.50 per transaction. As of October 31st, LANtaVan received \$113 in prepaid postage costs from online transactions.

### **Fuel - \$349,420**

LANTA provides Transdev with WEX fuel cards, to be used at any public gas station for fueling the vans. Current costs represent those transactions and are below the current budget projection of \$352,588, by approximately \$3K, representing a 0.9% budget variance.

### **Utilities - \$60,436**

Collectively, utility costs reflect an overall decrease of 4.2%, an amount of approximately \$2.5K over current budget projections of \$57,978. Costs are representative of electric, heating, water and sewer costs for the Paratransit facility as well as telephone, IVR system calls for Ecolane, modem lines for the paratransit scheduling software system and cellular data usage fees for the tablets accessing Ecolane. The net increase can be attributed to the following:

- IVR – Budget projections anticipated a higher number of automated calls due to an anticipated greater number of clients moving to EcoPay.
- Telephone – The costs for internet and landline services were split during the previous fiscal year.
- Electric – Utility rates were capped during the previous fiscal year.
- Water and Sewer – Costs align with budget projections.
- Heating – Costs were below budget projections due to a lock in of energy rates and mild weather.
- Internet fees/services - The costs for internet and landline services were split during the previous fiscal year.
- Radio/Tower Infrastructure – Costs align with budget projections.

### **Purchased Transportation (P/T) - \$3,016,302**

Collectively, P/T costs are below the current budget projection of \$3,002,696, by approximately \$14, representative of a 0.5% budget variance. The expense reflects the various components of the Purchased Transportation contract, the per trip charge, per revenue hour charge, pass-through entities, mass transit, and mileage reimbursements.

## LANtaVan October 2024 Unaudited Financial Statements

### Shared Ride - \$2,939,274

This line item represents expenditures for the in-county paratransit service currently operated by TransDev, LANTA's subcontractor for paratransit service plus the agreed upon fixed cost portion for FY 2025. This line item includes State Shared Ride, PwD, ADA and MATP transportation.

### Pass-Through Entities - \$0

This line item represents the reimbursements to applicable Pass-Through Entities for the MATP program. Currently, no costs have been incurred.

### Lehigh County Fixed Route Reimbursements - \$83

This line item represents the fixed route reimbursements for the Lehigh County MATP program. Fixed route reimbursements are currently reimbursed at a rate of \$.67 per trip.

### Lehigh County Mileage Reimbursements - \$10,288

This line item represents the mileage, parking, and toll reimbursements for the Lehigh County MATP program. Mileage is currently reimbursed at an increased rate of \$.25 per mile, while parking and tolls are based on the actual costs. Lehigh County MATP mileage reimbursement trips total 3,975.

### Northampton County Fixed Route Reimbursements - \$323

This line item represents the fixed route reimbursements for the Northampton County MATP program. Fixed route reimbursements are currently reimbursed at a rate of \$.67 per trip. Northampton County MATP fixed route reimbursement trips total 490.

### Northampton County Mileage Reimbursements - \$8,638

This line item represents the mileage, parking, and toll reimbursements for the Northampton County MATP program. Mileage is currently reimbursed at an increased rate of \$.25 per mile, while parking and tolls are based on the actual costs. Northampton County MATP mileage reimbursement trips total 3,034

### Northampton County Mass Transit Reimbursements - \$240

This line item represents the mass transit reimbursements for the Northampton County MATP program. Mass Transit reimbursements represent the cost of the tickets given to eligible clients and the costs of the taxi services needed to accommodate transportation when the fixed route service is not available during their time of need for transportation services.



## LANtaVan October 2024 Unaudited Financial Statements

### MA Out of County (MA OOC) Lehigh and Northampton - \$57,456

This line item represents expenditures for the MATP premium transportation. MATP premium transportation represents medical transportation outside of Lehigh and Northampton counties. Total MA OOC completed revenue trips of 258 have decreased 75.7% when compared to the prior fiscal year period.

### **Miscellaneous - \$5,164**

The "Miscellaneous" line item is used to properly classify paratransit related expenditures which, under NTD reporting, cannot be included in any other expense line item. Current costs have now aligned with current budget projections.

### Dues and Subscriptions - \$4,479

### Training and Travel – \$686

### **Leases - \$284,327**

Per the terms of the Purchased Transportation contract, LANTA is to provide a facility to be used by TransDev. LANTA is responsible for the lease payment of the paratransit facility. Current costs are below budget projections by approximately \$5.4K, representing a 1.8% budget variance.

## LANtaVan October 2024 Unaudited Financial Statements

### LANtaVan Income Statement Summary For the Period Ending October 31, 2024

|                   | Fiscal Year 2025 |           |           |           |                  | YTD Budget Variance     |         |
|-------------------|------------------|-----------|-----------|-----------|------------------|-------------------------|---------|
|                   | PTD              |           | YTD       |           | Annual<br>Budget | Favorable (Unfavorable) |         |
|                   | Actual           | Budget    | Actual    | Budget    |                  | Amount                  | Percent |
| Subsidy           |                  |           |           |           |                  |                         |         |
| State Subsidy     | -                | -         | -         | -         | 76,638           | -                       | 0.00%   |
| Total Subsidy     | -                | -         | -         | -         | 76,638           | -                       | -       |
| Surplus (Deficit) | (169,057)        | (326,834) | (959,490) | (846,892) | (3,218,494)      | 112,598                 | -13.30% |

*Note: Totals and percentage may not be precise due to independent rounding*

### **Subsidy - \$0**

The year-to-date deficit recorded on LANtaVan totals \$959,490. This represents a 13.3 percent increase from the current budget projection of \$846,892.

# LANtaVan October 2024 Unaudited Financial Statements

## Revenue and Expense Detail – By Program

LANtaVan  
October 31, 2024

|                                       | ADA                 | SRR/PWD             | MATP                | Total                    |
|---------------------------------------|---------------------|---------------------|---------------------|--------------------------|
| Salaries & Wages                      | \$ 43,406.38        | \$ 114,027.79       | \$ 76,742.22        | \$ 234,176.39            |
| Other Paid Absences                   | 3,472.51            | 9,122.22            | 6,139.38            | 18,734.11                |
| Fringe Benefits                       | 31,323.30           | 82,285.77           | 55,379.42           | 168,988.49               |
| Services                              | 15,559.84           | 40,875.42           | 25,343.19           | 81,778.45                |
| Materials & Supplies                  | 2,971.42            | 7,805.87            | 5,253.46            | 16,030.75                |
| Fuel                                  | 64,767.63           | 170,143.43          | 114,508.65          | 349,419.71               |
| Utilities                             | 11,202.19           | 29,427.94           | 19,805.40           | 60,435.53                |
| Insurances                            | 803.21              | 2,110.03            | 1,420.08            | 4,333.32                 |
| Taxes                                 | 7,267.58            | 19,091.81           | 12,849.04           | 39,208.43                |
| Purchased Transportation              | 609,161.20          | 1,600,255.76        | 787,313.11          | 2,996,730.07             |
| MA Reimbursements                     |                     |                     | 19,572.15           | 19,572.15                |
| Miscellaneous Expense                 | 1,423.86            | 3,740.45            | -                   | 5,164.31                 |
| Leases                                | 52,702.19           | 138,447.71          | 93,177.16           | 284,327.06               |
| <b>Total Expenditures</b>             | <b>844,061.31</b>   | <b>2,217,334.20</b> | <b>1,217,503.26</b> | <b>\$ 4,278,898.77</b>   |
| <b>Passenger Fares</b>                | <b>55,088.00</b>    | <b>137,510.10</b>   | <b>-</b>            | <b>\$ 192,598.10</b>     |
| <b>Program Reimbursements</b>         |                     |                     |                     |                          |
| Lottery - Shared Ride                 |                     | 944,321.25          |                     | 944,321.25               |
| Lottery - PWD                         |                     | 76,255.35           |                     | 76,255.35                |
| Area Agency on Aging                  |                     | 42,391.25           |                     | 42,391.25                |
| MATP - Lehigh County                  |                     | 25,862.50           | 756,082.34          | 781,944.84               |
| MATP - Northampton County             |                     | 18,258.96           | 461,421.07          | 479,680.03               |
| <b>Total Program Reimbursements</b>   | <b>-</b>            | <b>1,107,089.31</b> | <b>1,217,503.26</b> | <b>\$ 2,324,592.72</b>   |
| <b>Gross Surplus/(Deficit)</b>        | <b>(788,973.31)</b> | <b>(972,734.79)</b> | <b>-</b>            | <b>\$ (1,761,708.10)</b> |
| <b>Subsidy</b>                        |                     |                     |                     |                          |
| State Operating Assistance - CER      |                     | 13,244.45           |                     | \$ 13,244.45             |
| ADA - Federal/State/Local             | 315,589.32          |                     |                     | 315,589.32               |
| ADA - PM                              | 473,383.99          |                     |                     | 473,383.99               |
| State Operating Assistance - Reserves | -                   | -                   |                     | -                        |
| <b>Total Subsidy by Program</b>       | <b>788,973.31</b>   | <b>13,244.45</b>    | <b>-</b>            | <b>\$ 802,217.76</b>     |
| <b>Surplus/(Deficit)</b>              | <b>-</b>            | <b>(959,490.34)</b> | <b>-</b>            | <b>(959,490.34)</b>      |
| <b>Total Trips</b>                    | <b>13,935</b>       | <b>36,607</b>       | <b>24,637</b>       |                          |
| <b>Avg Cost per Trip</b>              | <b>\$ 60.57</b>     | <b>\$ 60.57</b>     | <b>\$ 49.42</b>     |                          |
| <b>Avg Passenger Revenue per Trip</b> | <b>\$ 3.95</b>      | <b>\$ 34.00</b>     |                     |                          |
| <b>Avg Subsidy per Trip</b>           | <b>\$ 56.62</b>     | <b>\$ 0.36</b>      |                     |                          |

Note: Totals and percentage may not be precise due to independent rounding

**LANTA Van**  
**Income Statement Summary**  
**For the Period Ending October 31, 2024**

|  | Fiscal Year 2025 |                  |                  |                  | YTD Budget Variance     |                |
|--|------------------|------------------|------------------|------------------|-------------------------|----------------|
|  | PTD              |                  | YTD              |                  | Favorable (Unfavorable) |                |
|  | Actual           | Budget           | Actual           | Budget           | Amount                  | Percent        |
| <b>Revenue</b>                         |                  |                  |                  |                  |                         |                |
| Passenger Fares                        | 58,558           | 37,199           | 192,518          | 146,379          | 46,139                  | 31.52%         |
| Non-Transportation Revenues            | -                | -                | -                | -                | -                       | 0.00%          |
| Local Special Fare Assistance          | 286,491          | 262,681          | 844,609          | 822,428          | 22,181                  | 2.70%          |
| State Reimbursements                   | 269,780          | 232,193          | 1,020,577        | 882,541          | 138,036                 | 15.64%         |
| State Special Fare Assistance          | 280,448          | 267,832          | 1,261,705        | 1,662,573        | (400,868)               | -24.11%        |
| <b>Total Revenue</b>                   | <b>895,277</b>   | <b>799,905</b>   | <b>3,319,409</b> | <b>3,513,921</b> | <b>(194,512)</b>        | <b>-5.54%</b>  |
| <b>Expenses</b>                        |                  |                  |                  |                  |                         |                |
| Labor                                  | 46,771           | 91,865           | 234,176          | 278,720          | 44,544                  | 15.98%         |
| Fringe Benefits                        | 37,798           | 71,717           | 187,723          | 267,915          | 80,193                  | 29.93%         |
| <b>Total Labor and Fringe Benefits</b> | <b>84,570</b>    | <b>163,583</b>   | <b>421,899</b>   | <b>546,636</b>   | <b>124,737</b>          | <b>22.82%</b>  |
| Services                               | 16,374           | 13,489           | 81,778           | 54,640           | (27,138)                | -49.67%        |
| Fuel                                   | 81,390           | 83,740           | 349,420          | 352,588          | 3,168                   | 0.90%          |
| Tires & Tubes                          | -                | -                | -                | -                | -                       | 0.00%          |
| Materials & Supplies                   | 4,440            | 3,655            | 16,031           | 14,249           | (1,782)                 | -12.51%        |
| Utilities                              | 20,279           | 13,819           | 60,436           | 57,978           | (2,458)                 | -4.24%         |
| Casualty & Liability                   | 1,083            | 1,083            | 4,333            | 4,333            | -                       | 0.00%          |
| Taxes                                  | 9,802            | 8,169            | 39,208           | 32,677           | (6,532)                 | -19.99%        |
| Purchase of Transportation Service     | 773,323          | 765,305          | 3,016,302        | 3,002,696        | (13,606)                | -0.45%         |
| Miscellaneous                          | 1,370            | 1,475            | 5,164            | 5,332            | 167                     | 3.14%          |
| Interest                               | -                | -                | -                | -                | -                       | 0%             |
| Rent                                   | 71,702           | 72,421           | 284,327          | 289,684          | 5,357                   | 1.85%          |
| <b>Total Expenses</b>                  | <b>1,064,334</b> | <b>1,126,740</b> | <b>4,278,899</b> | <b>4,360,813</b> | <b>81,914</b>           | <b>1.88%</b>   |
| <b>Gross Surplus (Deficit)</b>         | <b>(169,057)</b> | <b>(326,834)</b> | <b>(959,490)</b> | <b>(846,892)</b> | <b>(112,598)</b>        | <b>13.30%</b>  |
| <b>Subsidy</b>                         |                  |                  |                  |                  |                         |                |
| State Subsidy                          | -                | -                | -                | -                | -                       | 0.00%          |
| <b>Total Subsidy</b>                   | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>                | <b>-</b>       |
| <b>Surplus (Deficit)</b>               | <b>(169,057)</b> | <b>(326,834)</b> | <b>(959,490)</b> | <b>(846,892)</b> | <b>112,598</b>          | <b>-13.30%</b> |



**LANtaVan**  
**Statement of Net Assets**  
**October 31, 2024**

**CURRENT ASSETS**

|                            |                  |
|----------------------------|------------------|
| Cash                       | \$ -             |
| Accounts Receivable        | 687,844          |
| Interdivisional Receivable | -                |
| Inventories                |                  |
| Prepaid Expenses           | 67,102           |
| Grants Receivable          | 921,050          |
| Total Current Assets       | <u>1,675,997</u> |

|              |                     |
|--------------|---------------------|
| TOTAL ASSETS | <u>\$ 1,675,997</u> |
|--------------|---------------------|

**CURRENT LIABILITIES**

|                           |                  |
|---------------------------|------------------|
| Note Payable              | \$ -             |
| Loan Payable              | -                |
| Interdivisional Payable   | 1,343,328        |
| Accounts Payable          | 382,800          |
| Accrued Expenses:         | 842,945          |
| Deferred Revenue          | 66,414           |
| Total Current Liabilities | <u>2,635,487</u> |

**NET ASSETS**

|                     |                  |
|---------------------|------------------|
| Unrestricted Equity | (959,490)        |
| Restricted Equity   | -                |
| Total Net Assets    | <u>(959,490)</u> |

|  |                     |
|--|---------------------|
| TOTAL CURRENT LIABILITIES AND NET ASSETS | <u>\$ 1,675,997</u> |
|--|---------------------|

## Carbon Transit October 2024 Unaudited Financial Statements

### Carbon Transit October 2024 Unaudited Financial Statements

| Carbon Transit<br>Income Statement Summary<br>For the Period Ending October 31, 2024 |                  |                |                |                |                  |                         |                |
|--|------------------|----------------|----------------|----------------|------------------|-------------------------|----------------|
| Revenue  | Fiscal Year 2025 |                |                |                |                  | YTD Budget Variance     |                |
|  | PTD              |                | YTD            |                | Annual<br>Budget | Favorable (Unfavorable) |                |
|  | Actual           | Budget         | Actual         | Budget         |                  | Amount                  | Percent        |
| Passenger Fares  | 3,413            | 1,383          | 12,040         | 10,774         | 39,531           | 1,265                   | 11.74%         |
| Non-Transportation Revenues  | 161              | -              | 1,543          | -              | -                | 1,543                   | 0.00%          |
| Local Special Fare Assistance  | 15,556           | 2,077          | 63,481         | 8,697          | 112,175          | 54,784                  | 629.92%        |
| State Reimbursements   | 26,541           | 27,744         | 99,986         | 105,469        | 298,582          | (5,484)                 | -5.20%         |
| State Special Fare Assistance  | 85,485           | 125,629        | 320,277        | 485,115        | 1,385,161        | (164,839)               | -33.98%        |
| <b>Total Revenue</b>   | <b>131,156</b>   | <b>156,833</b> | <b>497,326</b> | <b>610,056</b> | <b>1,835,449</b> | <b>(112,730)</b>        | <b>-18.48%</b> |

Note: Totals and percentage may not be precise due to independent rounding

### **Revenues - \$497,326**

Year-to-date revenues total \$497,326. This represents an 18.5 percent decrease from the current budget projection of \$610,056.

### **Passenger Revenues - \$12,040**

Collectively, annual passenger revenues, which include fixed route fares and paratransit passenger copays, are above current budget projections by 11.7 percent.

### **General Public Fares (GPF) Copays -\$10,699**

Year-to-date completed fare paying revenue trips, which includes trips performed under ADA, GMCO, GPB, Lottery and PWD programs, total 6,284 trips.

### **General Public Fares (GPF) Fixed Route -\$1,207**

GPF Fixed Route revenue is representative of fares collected for the Fixed Route Service in Carbon. As of October 31<sup>st</sup>, 5,387 trips have been provided. There was an increase in ridership for the month of October due to the Fall Foliage Shuttle.

**Local Special Fare Assistance - \$63,481**

**Carbon County Area Agency on Aging (AAA) - \$6,771**

Carbon County Area Agency on Aging revenue is below current budget projections by 22.1 percent. AAA ridership has decreased 26.9% when compared to the previous fiscal year period. AAA revenue represents a total of 2,025 completed revenue trips.

**American with Disabilities Act (ADA) - \$56,710**

This line item represents the annual operating costs of the ADA program less ADA client copays. Current revenue consists of 684 completed trips, with total operating costs of \$58,830 less \$2,120 in ADA client copays.

**State Reimbursements - \$99,986**

Collectively, state reimbursement revenue fell short of current budget projections by approximately \$5.5K, a 5.2 percent budget variance.

**Shared Ride Lottery - \$83,732**

Shared Ride revenue is representative of 3,263 completed revenue trips and full 85% reimbursement from the Senior Shared Ride (SSR) Lottery Program. SSR Lottery revenue is 15.9% below the current budget projection of \$99,618. SSR ridership has decreased 16.1% when compared to the previous fiscal year period.

**Persons with Disabilities (PWD) - \$16,254**

PWD revenue is representative of 585 revenue trips and full 85% reimbursement from the Senior Shared Ride Lottery Program. PWD revenue is 177.8% above the current budget projection of \$5,851. PWD ridership has increased 165.9% when compared to the previous fiscal year period.

**State Special Fare Assistance - \$320,277**

**Carbon County MATP**

MATP revenue is representative of the total operating costs of the program. Currently MATP revenue is 33.9% below the current budget projection of \$485,115. Revenue ridership for MATP consists of 3,834 trips and ridership has increased 1.9% when compared to the

## Carbon Transit October 2024 Unaudited Financial Statements

previous fiscal year period. Revenue ridership is comprised of the following MATP trip types:

- MATP Under 65 – 1,752
- MATP Out of County – 1,174
- MATP Mileage Reimbursement – 908
- MATP Pass-through - 0



## Carbon Transit October 2024 Unaudited Financial Statements

### Carbon Transit Income Statement Summary For the Period Ending October 31, 2024

| Expenses                               | Fiscal Year 2025 |                |                |                  |                  | YTD Budget Variance     |               |
|--|------------------|----------------|----------------|------------------|------------------|-------------------------|---------------|
|  | PTD              |                | YTD            |                  | Annual Budget    | Favorable (Unfavorable) |               |
|  | Actual           | Budget         | Actual         | Budget           |                  | Amount                  | Percent       |
| Labor                                  | 23,102           | 35,113         | 75,567         | 101,162          | 349,808          | 25,596                  | 25.30%        |
| Fringe Benefits                        | 18,482           | 28,090         | 60,453         | 80,929           | 279,846          | 20,476                  | 25.30%        |
| <b>Total Labor and Fringe Benefits</b> | <b>41,584</b>    | <b>63,203</b>  | <b>136,020</b> | <b>182,092</b>   | <b>629,654</b>   | <b>46,072</b>           | <b>25.30%</b> |
| Services                               | 2,025            | 2,082          | 8,139          | 8,430            | 26,226           | 290                     | 3.44%         |
| Fuel                                   | 17,010           | 22,472         | 49,067         | 91,000           | 227,872          | 41,933                  | 46.08%        |
| Tires & Tubes                          | -                | -              | -              | -                | -                | -                       | 0.00%         |
| Materials & Supplies                   | 722              | 756            | 5,653          | 4,854            | 19,000           | (799)                   | -16.46%       |
| Utilities                              | 2,827            | 3,655          | 8,726          | 14,299           | 44,135           | 5,573                   | 38.98%        |
| Casualty & Liability                   | -                | -              | -              | -                | -                | -                       | 0.00%         |
| Taxes                                  | -                | -              | -              | -                | -                | -                       | 0.00%         |
| Purchase of Transportation Service     | 157,040          | 185,002        | 577,748        | 730,297          | 2,030,380        | 152,549                 | 20.89%        |
| Miscellaneous                          | 29               | 19             | 109            | 76               | 225              | (33)                    | 0.00%         |
| Interest                               | -                | -              | -              | -                | -                | -                       | 0.00%         |
| Leases & Rentals                       | 4,160            | 4,454          | 16,640         | 17,816           | 53,491           | 1,176                   | 6.60%         |
| <b>Total Expenses</b>                  | <b>225,396</b>   | <b>281,642</b> | <b>802,101</b> | <b>1,048,863</b> | <b>3,030,983</b> | <b>246,762</b>          | <b>23.53%</b> |

*Note: Totals and percentage may not be precise due to independent rounding*

### **Operating Expenditures - \$802,101**

Collectively, operating expenditures are below current budget projections by \$246,762, a 23.5 percent budget variance.

### **Salaries and Wages - \$75,567**

Salaries and wages are 25.3 % below the current budget projection of \$101,162. The decrease is attributable to the budget allocation.

Salaries for the Authority's Accessibility Service Specialists, Paratransit Schedulers, Executive Director, Director of Paratransit Service, Sr. Director of Finance, Controller, Finance Specialists, Sr. Director of Service Accessibility, Manager Rider Resources, Treasury Clerks, the Rider Resource Representatives are accounted for within this line item.

The Rider Resources call center staff and Rider Resources Manager salaries are allocated by call volume percentages. The percentages used for FY 2025 are as follows:

- 6.7% Carbon Transit
- 33.2% LANtaBus

## Carbon Transit October 2024 Unaudited Financial Statements

- 60.1% LANTaVan

The remaining staff salaries allocated to Carbon Transit are equivalent to the direct time spent performing tasks related to the Carbon Transit Division.

### **Fringe Benefits - \$60,453**

FICA - \$5,781

Costs are based on the calculation of 7.65% of current salaries and wages.

Fringe Benefits- \$54,673

Costs include the allocation of benefit costs to the Carbon Transit Division for staff time to administer both the fixed route and paratransit programs. Fringe benefits are allocated at 80% of total wages.

Collectively, fringe benefits are 20.6% below current budget projections.

### **Outside Services - \$8,139**

Current costs reflect a decrease of 3.4% below the current budget projection of \$8,430. The net decrease can be attributed to the following:

- Auditing Fees – Current costs are representative of Carbon’s allocation of FY2025 auditing services which have increased 3% from the previous fiscal year.
- Banking – Current costs include the fees associated with banking transactions relating to Carbon Transit operations.
- Online Sales - This line item includes the fees associated with online sales transactions for ticket purchases and EcoPay balance replenishments via the current online platform, Square Inc. Costs have exceeded the current budget projection due to clients moving to the EcoPay option.

### **Fuel - \$49,067**

LANTA provides Transdev with WEX fuel cards, to be used at any public gas station for fueling the vans. Current costs represent those transactions and are below current budget projections by a 46.1% budget variance.

**Materials and Supplies - \$5,653**

Current costs reflect an increase of 16.5% when compared to the current budget projection of \$4,854. The increase is attributable to the printing of bus schedules for fixed route services in Carbon and van maintenance parts and supplies.

**Office Supplies - \$2,194**

Current costs are representative of routine purchases for office and computer supplies, reprinting of Carbon Transit applications, brochures, and offsite storage fees.

**Postage - \$548**

Current costs are representative of the postage expense of Carbon Transit specific items less the postage received on each online ticket purchase. Each online ticket purchase offsets the postage costs at a rate of \$1.50 per transaction. As of October 31st, Carbon Transit received \$47 in prepaid postage costs from online transactions.

**Bus Schedules - \$1,119**

Current costs are representative of the purchase of Carbon Transit bus schedules. FY2025 budget did not anticipate any costs for this line item.

**Van Parts and Supplies - \$1,792**

Current costs are representative of r purchases for van maintenance parts and supplies. FY2025 budget did not anticipate any costs for this line item.

**Utilities - \$8,726**

Collectively, current utility costs reflect an overall decrease of 38.9%, an amount of \$5,573 below the current budget projection of \$14,299. Costs are representative of electric and heating costs for the Nesquehoning Office as well as telephone, IVR system calls for Ecolane, modem lines for the paratransit scheduling software system and cellular data usage fees for the tablets accessing Ecolane. The net decrease can be attributed to the following:

- IVR – Although there was an increase in the number of automated calls, the increase was not significant enough to move the billing above the minimum monthly call threshold.
- Telephone – The costs for internet and landline services were split during the previous fiscal year.



## Carbon Transit October 2024 Unaudited Financial Statements

- Electric – Utility rates were capped during the previous fiscal year.
- Water and Sewer – Current costs are representative of water service; no accrual was made for sewer fees due to a possible credit owed.
- Heating – Costs are below budget projections due to mild weather.
- Internet fees - The costs for internet and landline services were split during the previous fiscal year.

### **Purchased Transportation (P/T) - \$577,748**

Collectively, P/T costs are below the current budget projection of \$730,297, by 20.9%. The net decrease is attributed to a decrease in revenue ridership, along with the collaboration between LANTA, specifically the Paratransit Department and the Department of Human Services to ensure that clients are receiving the proper services.

### **Shared Ride - \$464,134**

This line item represents expenditures for the in-county paratransit service currently operated by TransDev, LANTA's subcontractor for Carbon Transit service plus the agreed upon fixed cost portion for FY 2025. This line item includes State Shared Ride, PwD, ADA and MATP transportation. Current costs are below the current budget projection of \$471,963, by 1.7%.

### **Mileage Reimbursements - \$5,165**

This line item represents the mileage, parking, and toll reimbursements for the MATP program. Mileage is currently reimbursed at an increased rate of \$.25 per mile, while parking and tolls are based on the actual costs. Current actual costs are below the current budget projection of \$8,735, by 40.9%. MATP mileage reimbursement trips total 908; an 18.9% decrease when compared to the previous fiscal year period.

### **Pass-Through Entity - CLIU - \$0**

No costs to report currently.

### **MA Out of County (MA OOC) - \$108,450**

This line item represents expenditures for the MATP premium transportation. MATP premium transportation represents medical transportation outside of Carbon County. Costs are below the current budget projection of \$249,599, by 56.6%. Total MA OOC

## Carbon Transit October 2024 Unaudited Financial Statements

completed revenue trips of 1,174 have increased 24.4% when compared to the prior fiscal year period. Costs for the MATP OOC service have decreased due to the OOC trips being performed by YourWay Taxi Service.

### **Miscellaneous - \$109**

The "Miscellaneous" line item is used to properly classify paratransit related expenditures which, under NTD reporting, cannot be included in any other expense line item.

### **Dues and Subscriptions - \$109**

Current costs have exceeded the current budget projection of \$76, by 42.8%. The increase is attributable to additional subscription services relating to online security monitoring.

### **Leases - \$16,640**

Current costs are below current budget projections by 6.6%. This line item represents the total costs for the Nesquehoning Lease and the allocation of rent to Carbon Transit for the Rider Resources Center.

## Carbon Transit October 2024 Unaudited Financial Statements

### Carbon Transit Income Statement Summary For the Period Ending October 31, 2024

|                          | Fiscal Year 2025 |                 |                  |                  |                  | YTD Budget Variance     |                |
|--------------------------|------------------|-----------------|------------------|------------------|------------------|-------------------------|----------------|
|                          | PTD              |                 | YTD              |                  | Annual Budget    | Favorable (Unfavorable) |                |
|                          | Actual           | Budget          | Actual           | Budget           |                  | Amount                  | Percent        |
| <b>Subsidy</b>           |                  |                 |                  |                  |                  |                         |                |
| Local Subsidy            | 4,238            | 4,238           | 16,952           | 16,952           | 50,859           | -                       | 0.00%          |
| State Subsidy            | 32,670           | 35,658          | 77,423           | 142,632          | 339,060          | 65,209                  | 45.72%         |
| <b>Total Subsidy</b>     | <b>36,908</b>    | <b>39,896</b>   | <b>94,375</b>    | <b>159,584</b>   | <b>389,919</b>   | <b>65,209</b>           | <b>40.86%</b>  |
| <b>Surplus (Deficit)</b> | <b>(57,332)</b>  | <b>(84,914)</b> | <b>(210,401)</b> | <b>(279,223)</b> | <b>(805,615)</b> | <b>68,822</b>           | <b>-24.65%</b> |

*Note: Totals and percentage may not be precise due to independent rounding*

### **Subsidy - \$94,375**

The year-to-date deficit recorded on Carbon Transit totals \$210,401. This represents a 24.7 percent decrease from the current year's budget projection of \$279,223. Current total subsidies equal the amount of the deficit for Fixed Route and the ADA program.

#### **Local Subsidy - \$16,952**

Current amount represents 4/12<sup>th</sup> of the annual general operating assistance revenues received from Carbon County.

#### **State Subsidy - \$77,423**

Th current amount represents the amount of state operating assistance needed to fund the operating deficit for fixed route operations.



# Carbon Transit October 2024 Unaudited Financial Statements

## Revenue and Expense Detail – By Program

Carbon Transit  
October 31, 2024

|                                       | Fixed Route | ADA         | SRR/PWD      | MATP         | Total         |
|---------------------------------------|-------------|-------------|--------------|--------------|---------------|
| Salaries & Wages                      | \$ 3,489.21 | \$ 5,893.02 | \$ 33,152.53 | \$ 33,031.92 | \$ 75,566.68  |
| Fringes                               | 2,791.38    | 4,714.41    | 26,522.03    | 26,425.54    | 60,453.36     |
| Services - General Admin              | 12.19       | 682.50      | 3,839.58     | 3,487.03     | 8,021.30      |
| Services - Maintenance                | -           | 9.67        | 54.34        | 500.03       | 564.04        |
| Materials & Supplies                  | 1,163.99    | 366.99      | 2,064.58     | 1,611.18     | 5,206.74      |
| Fuel                                  | 186.98      | 3,996.38    | 22,482.58    | 22,400.78    | 49,066.72     |
| Utilities                             | 25.93       | 711.28      | 4,001.48     | 3,986.92     | 8,725.61      |
| Purchased Transportation              | 86,538.53   | 41,100.44   | 231,220.04   | 213,724.82   | 572,583.83    |
| Mileage Reimbursement                 | -           | -           | -            | 5,164.55     | 5,164.55      |
| Miscellaneous Expense                 | -           | 8.88        | 49.93        | 49.75        | 108.56        |
| Interest Expense                      | -           | -           | -            | -            | -             |
| Leases                                | 166.36      | 1,346.86    | 7,577.07     | 7,549.51     | 16,639.80     |
| Total Expenditures                    | 94,374.57   | 58,830.43   | 330,964.16   | 317,932.03   | \$ 802,101.19 |
| Passenger Fares                       | 1,207.20    | 2,120.40    | 8,712.14     | -            | \$ 12,039.74  |
| Program Reimbursements                |             |             |              |              |               |
| Lottery - Shared Ride                 |             |             | 83,731.80    |              | \$ 83,731.80  |
| Lottery - PWD                         |             |             | 16,253.70    |              | 16,253.70     |
| MATP                                  |             |             | 2,344.80     | 317,932.03   | 320,276.83    |
| Area Agency on Aging                  |             |             | 6,771.10     |              | 6,771.10      |
| ADA                                   |             | 56,710.03   |              |              | 56,710.03     |
| Investment Income                     | 1,542.55    |             |              |              | 1,542.55      |
| Total Program Reimbursements          | 1,542.55    | 56,710.03   | 109,101.40   | 317,932.03   | \$ 485,286.01 |
| Gross Surplus/(Deficit)               | (91,624.82) | -           | (213,150.62) | -            | (304,775.44)  |
| Subsidy                               |             |             |              |              |               |
| Local Operating Assistance            | 16,952.00   |             |              | -            | \$ 16,952.00  |
| State Operating Assistance - CT       | 74,672.82   | -           |              |              | 74,672.82     |
| State Operating Assistance - Reserves |             | -           |              |              | -             |
| Federal Operating Assistance - ADA    |             |             |              |              | -             |
| Total Subsidy by Program              | 91,624.82   | -           | -            | -            | \$ 91,624.82  |
| Surplus/(Deficit)                     | -           | -           | (213,150.62) | -            | (213,150.62)  |
| Total Trips                           |             | 684         | 3,848        | 3,834        |               |
| Avg Cost per Trip                     | \$          | 86.01       | \$           | 82.92        |               |
| Avg Passenger Revenue per Trip        | \$          | 3.10        | \$           | 82.92        |               |
| Avg Subsidy per Trip                  | \$          | -           | \$           | -            |               |

Note: Totals and percentage may not be precise due to independent rounding

**Carbon Transit**  
**Income Statement Summary**  
For the Period Ending October 31, 2024

|  | Fiscal Year 2025 |                  |                  |                  | YTD Budget Variance     |                |
|--|------------------|------------------|------------------|------------------|-------------------------|----------------|
|  | PTD              |                  | YTD              |                  | Favorable (Unfavorable) |                |
|  | Actual           | Budget           | Actual           | Budget           | Amount                  | Percent        |
| <b>Revenue</b>                         |                  |                  |                  |                  |                         |                |
| Passenger Fares                        | 3,413            | 1,383            | 12,040           | 10,774           | 1,265                   | 11.74%         |
| Non-Transportation Revenues            | 161              | -                | 1,543            | -                | 1,543                   | 0.00%          |
| Local Special Fare Assistance          | 15,556           | 2,077            | 63,481           | 8,697            | 54,784                  | 629.92%        |
| State Reimbursements                   | 26,541           | 27,744           | 99,986           | 105,469          | (5,484)                 | -5.20%         |
| State Special Fare Assistance          | 85,485           | 125,629          | 320,277          | 485,115          | (164,839)               | -33.98%        |
| <b>Total Revenue</b>                   | <b>131,156</b>   | <b>156,833</b>   | <b>497,326</b>   | <b>610,056</b>   | <b>(112,730)</b>        | <b>-18.48%</b> |
| <b>Expenses</b>                        |                  |                  |                  |                  |                         |                |
| Labor                                  | 23,102           | 35,113           | 75,567           | 101,162          | 25,596                  | 25.30%         |
| Fringe Benefits                        | 18,482           | 28,090           | 60,453           | 80,929           | 20,476                  | 25.30%         |
| <b>Total Labor and Fringe Benefits</b> | <b>41,584</b>    | <b>63,203</b>    | <b>136,020</b>   | <b>182,092</b>   | <b>46,072</b>           | <b>25.30%</b>  |
| Services                               | 2,025            | 2,082            | 8,139            | 8,430            | 290                     | 3.44%          |
| Fuel                                   | 17,010           | 22,472           | 49,067           | 91,000           | 41,933                  | 46.08%         |
| Tires & Tubes                          | -                | -                | -                | -                | -                       | 0.00%          |
| Materials & Supplies                   | 722              | 756              | 5,653            | 4,854            | (799)                   | -16.46%        |
| Utilities                              | 2,827            | 3,655            | 8,726            | 14,299           | 5,573                   | 38.98%         |
| Casualty & Liability                   | -                | -                | -                | -                | -                       | 0.00%          |
| Taxes                                  | -                | -                | -                | -                | -                       | 0.00%          |
| Purchase of Transportation Service     | 157,040          | 185,002          | 577,748          | 730,297          | 152,549                 | 20.89%         |
| Miscellaneous                          | 29               | 19               | 109              | 76               | (33)                    | 0.00%          |
| Interest                               | -                | -                | -                | -                | -                       | 0.00%          |
| Leases & Rentals                       | 4,160            | 4,454            | 16,640           | 17,816           | 1,176                   | 6.60%          |
| <b>Total Expenses</b>                  | <b>225,396</b>   | <b>281,642</b>   | <b>802,101</b>   | <b>1,048,863</b> | <b>246,762</b>          | <b>23.53%</b>  |
| <b>Gross Surplus (Deficit)</b>         | <b>(94,240)</b>  | <b>(124,810)</b> | <b>(304,775)</b> | <b>(438,807)</b> | <b>134,031</b>          | <b>30.54%</b>  |
| <b>Subsidy</b>                         |                  |                  |                  |                  |                         |                |
| Local Subsidy                          | 4,238            | 4,238            | 16,952           | 16,952           | -                       | 0.00%          |
| State Subsidy                          | 32,670           | 35,658           | 77,423           | 142,632          | 65,209                  | 45.72%         |
| <b>Total Subsidy</b>                   | <b>36,908</b>    | <b>39,896</b>    | <b>94,375</b>    | <b>159,584</b>   | <b>65,209</b>           | <b>40.86%</b>  |
| <b>Surplus (Deficit)</b>               | <b>(57,332)</b>  | <b>(84,914)</b>  | <b>(210,401)</b> | <b>(279,223)</b> | <b>68,822</b>           | <b>-24.65%</b> |

**Carbon Transit**  
**Statement of Net Assets**  
**October 31, 2024**

**CURRENT ASSETS**

|                            |    |                |
|----------------------------|----|----------------|
| Cash                       | \$ | 52,715         |
| Accounts Receivable        |    | (319,103)      |
| Interdivisional Receivable |    |                |
| Due From Carbon County     |    | 26,285         |
| Prepaid Expenses           |    | 109,113        |
| Grants Receivable          |    | 1,092,824      |
| Total Current Assets       |    | <u>961,834</u> |

|              |    |                |
|--------------|----|----------------|
| TOTAL ASSETS | \$ | <u>961,834</u> |
|--------------|----|----------------|

**CURRENT LIABILITIES**

|                           |    |                  |
|---------------------------|----|------------------|
| Note Payable              | \$ | -                |
| Loan Payable              |    | -                |
| Interdivisional Payable   |    | 1,055,411        |
| Due to the Commonwealth   |    | -                |
| Accounts Payable          |    | 63,310           |
| Accrued Expenses          |    | 202,063          |
| Deferred Revenue          |    | 107,488          |
| Total Current Liabilities |    | <u>1,428,273</u> |

**NET ASSETS**

|                     |  |                  |
|---------------------|--|------------------|
| Unrestricted Equity |  | (466,440)        |
| Restricted Equity   |  | -                |
| Total Net Assets    |  | <u>(466,440)</u> |

|  |    |                |
|--|----|----------------|
| TOTAL CURRENT LIABILITIES AND NET ASSETS | \$ | <u>961,834</u> |
|--|----|----------------|

**LANTA  
NON-UNION EMPLOYEES' PENSION PLAN  
WORKSHEET FOR 2025 MMO**

|  |              |
|--|--------------|
| 1. TOTAL ANNUAL PAYROLL<br>(W-2 payroll for 2024)                          | \$ 5,535,022 |
| 2. TOTAL NORMAL COST PERCENTAGE  | 8.28%        |
| 3. TOTAL NORMAL COST<br>(Item 1 x Item 2)                                  | \$ 458,300   |
| 4. TOTAL AMORTIZATION REQUIREMENT  | \$ 23,239    |
| 5. TOTAL ADMINISTRATIVE EXPENSES<br>(Estimated based on recent experience) | \$ 21,736    |
| 6. TOTAL FINANCIAL REQUIREMENTS<br>(Item 3 + Item 4 + Item 5)              | \$ 503,275   |
| 7. TOTAL MEMBER CONTRIBUTIONS<br>(Member Contribution Rate x Item 1)       | \$ 185,659   |
| 8. FUNDING ADJUSTMENT  | \$ 0         |
| 9. MINIMUM MUNICIPAL OBLIGATION<br>(Item 6 - Item 7 - Item 8)              | \$ 317,615   |

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

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

**Note: The 2025 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.**

**LANTA  
UNION EMPLOYEES' PENSION PLAN  
WORKSHEET FOR 2025 MMO**

|  |               |
|--|---------------|
| 1. TOTAL ANNUAL PAYROLL<br>(W-2 payroll for 2024)                          | \$ 17,621,300 |
| 2. TOTAL NORMAL COST PERCENTAGE  | 9.64%         |
| 3. TOTAL NORMAL COST<br>(Item 1 x Item 2)                                  | \$ 1,698,693  |
| 4. TOTAL AMORTIZATION REQUIREMENT  | \$ 665,813*   |
| 5. TOTAL ADMINISTRATIVE EXPENSES<br>(Estimated based on recent experience) | \$ 34,499     |
| 6. TOTAL FINANCIAL REQUIREMENTS<br>(Item 3 + Item 4 + Item 5)              | \$ 2,399,005  |
| 7. TOTAL MEMBER CONTRIBUTIONS<br>(Member Contribution Rate x Item 1)       | \$ 792,959    |
| 8. FUNDING ADJUSTMENT  | \$ 0          |
| 9. MINIMUM MUNICIPAL OBLIGATION<br>(Item 6 - Item 7 - Item 8)              | \$ 133,837    |

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Signature of Chief Administrative Officer

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Date Certified to Governing Body

**Note: The 2025 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.**

**\*This amount differs from the amortization amount in the 1/1/2023 Actuarial Valuation Report due to the 1/1/2009 Experience (Gain)/Loss base becoming fully amortized.**

## Administration & Safety Committee Dashboard

**December 3, 2024**

LANTA employees count as of 11/19/2024 below.

| <b>Union Employees</b>     | <b>Count</b> | <b>Percentage</b> |
|----------------------------|--------------|-------------------|
| Male                       | 166          | 69.16%            |
| Female                     | 74           | 30.84%            |
| <b>Total</b>               | <b>240</b>   | <b>100%</b>       |
| <b>Non-Union Employees</b> |              |                   |
| Male                       | 38           | 49.35%            |
| Female                     | 39           | 50.65%            |
| <b>Total</b>               | <b>77</b>    | <b>100%</b>       |
| <b>All LANTA Employees</b> |              |                   |
| Male                       | 204          | 64.35%            |
| Female                     | 113          | 35.65%            |
| <b>Total</b>               | <b>317</b>   | <b>100%</b>       |

Open Positions: Currently LANTA has the following open positions:

- Treasury Clerk (1)
- Finance Specialist – Payroll (1)
- Operations Supervisor (1)
- Bus Operator TBD

Internal Training Update: List of internal trainings that were completed in October 2024:

- New employee training Operations and Maintenance – 0
- Recertifications –9
- Retraining – 1
- Ride-Alongs – 20
- Endorsement Trainings – 1
- Safety Meetings - 19 classes



December 3, 2024

## FY2025 LANTaVan Vehicle Acquisition Summary

To acquire new replacement vehicles for the LANTaVan Shared Ride system, LANTA continues to participate in a statewide, multi-agency RFP process for paratransit vehicles. This most recent procurement was led South Central Transit Authority of Lancaster, Pa., with assistance of developing, reviewing and recommending award by the review committee consisting of several representatives from throughout the State, including LANTA. This process is designed to provide safe, reliable, and competitively priced units for all agencies to purchase from the state contract without the burden of developing their own specs and going through the bidding process. LANTA has purchased our para-transit vehicles in this fashion for over 15 years.

LANTA intends to purchase up to fifteen (15) model year 2025 Ford E-450 vehicles with a Phoenix chassis 14,500-pound GVW. These vehicles will replace 2018 Chevy vans.

These vehicles that we intent to acquire have V-8 gas engines, automatic transmissions, Braun wheelchair lifts with a 1,000-pound capacity, full wheelchair securement systems, fire suppression system and are quite similar to the most recent deliveries of LANTaVan vehicles, Delivery of these vehicles is tentatively scheduled for Spring 2026.

The effective date of the contract is April 1, 2020, expiring March 31, 2025.

### Pricing:

| Vehicle                        | Vendor            | Price Each | Extended Cost |
|--------------------------------|-------------------|------------|---------------|
| Ford – E-450 Para- Transit Van | Coach & Equipment | \$ 131,206 | \$ 1,968,090  |

Additionally, the required Pre-award Buy America Audit, Vehicle online inspections as well as the Post-Delivery Audit will be done by Transit Resource Center (TRC) at a total cost of \$9,725.

The Grand total for this purchase is \$1,977,815 and will be funded through PENNDOT Grants.

Recommendation: Pending the completion, and receipt, of the required pre-award Buy America audit conducted by TRC, it is recommended that LANTA's purchase order for up to fifteen (15) vehicles for fleet replacement be awarded to Coach and Equipment Bus Sales, Inc. of Penn Yan, NY be approved.



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***Lehigh and Northampton Transportation Authority***

**Date:** December 3, 2024  
**To:** LANTA Board of Directors  
**From:** Brendan Cotter, Sr. Director, Service Support & Planning  
**Subject:** In-Ground Scissor Style Bus Lift

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LANTA released a Request for Proposal (RFP) for the purchase and installation of an in-ground scissor style bus lift to be added at our 1060 Lehigh Street office on October 21, 2024, with a response deadline of November 21, 2024. Submissions were received from two (2) vendors that provided proposals for the items requested. Contractors that submitted proposals include Technology International, Inc., and Alan Tye & Associates.

Following a comprehensive review of the RFP submissions, proposals were scored by different criteria by a committee headed by LANTA's Director of Maintenance. Each proposal was scored on the following criteria: Compliance with Technical Specifications, Price and cost-effectiveness, Vendor's experience and track record, Delivery timeline and implementation schedule, Warranty terms and post-installation support options and Reliability data (cost of maintenance per year, amount of time between unit preventive maintenance). Upon scoring by the committee, Alan Tye & Associates was deemed the best proposal submitted. The cost of their proposal was \$324,533. Upon execution of contract this vendor will be formally awarded. Project will be funded through a grant from the Pennsylvania Department of Transportation (PennDOT) and through matching funds from Lehigh and Northampton Counties.

It is the committee and staff's recommendation to award the contract to Alan Tye & Associates.

**SAFETY REPORT**

July - September 2024

| Collision/Incident Performance Report   | Total Property Damage |           |              |  | Injuries                               |  |
|---|-----------------------|-----------|--------------|--|--|--|
|   | Major                 | Non-Major | Total        |  | # Resulting in Minor Personal Injuries | # Resulting in More than Minor Personal Injuries |
| Chargeable Vehicle Collisions           | 16                    | 6         | 22           |  | 0                                      | 0  |
| Non-Chargeable Vehicle Collisions       | 27                    | 1         | 28           |  | 0                                      | 1  |
| Total                                   | 43                    | 7         | 50           |  | 0                                      | 1  |
|   |                       |           |              |  |  |  |
| Chargeable Non-Collision Incidents      | 0                     | 0         | 0            |  | 0                                      | 0  |
| Non-Chargeable Non-Collision Incidents  | 1                     | 2         | 3            |  | 2                                      | 1  |
| Total                                   | 1                     | 2         | 3            |  | 2                                      | 1  |
|   |                       |           |              |  |  |  |
|   | Current Q             | Benchmark | Previous Per |  |  |  |
| Vehicle Miles                           | 1,183,290             |           |              |  |  |  |
| Veh Miles between Collisions            | 23,666                | 15,500    | 25,275       |  |  |  |
| Veh Miles between Chargeable Collisions | 53,786                | 31,000    | 48,608       |  |  |  |

| Workplace Injury Reports                   | Lost Time |                  |           |                   |        |
|--|-----------|------------------|-----------|-------------------|--------|
|  | None      | Less than 7 days | 7-21 Days | More than 21 Days | Total  |
| Workers' Compensation Reports              | 6         | 2                | 1         | 3                 | 12     |
| Employee Work Hours for Period             | 146,597   |                  |           |                   |        |
| Work Hours per Occurrence                  | 24,433    | 73,299           | 146,597   | 48,866            | 12,216 |
| Previous Quarter (October - December 2023) | 36,895    | 110,684          | N/A       | 83,013            | 20,754 |

| Type of injury                              | Count     | Percentage |
|---|-----------|------------|
| Twisting, bending, pushing, pulling or fall | 4         | 33.33%     |
| Cut/puncture                                | 2         | 16.67%     |
| Machinery/Tool Handling                     | 2         | 16.67%     |
| Bus accident                                | 1         | 8.33%      |
| Miscellaneous (Eye, assault, malfunction)   | 3         | 25.00%     |
| <b>Total</b>                                | <b>12</b> | <b>100</b> |



### **Summary**

Syncretic handled 1134 LANTA support and project tickets in 2024 (through 11/17/2024). For LANTA, we are monitoring and maintaining 16 Windows servers, 8 camera servers, 8 firewalls, 22 wireless access points, approximately 169 workstations, and LANTA's Microsoft Office 365 Tenant. We are also monitoring the Internet at each location and the VPN tunnels between all the sites.

### **Completed in 2024:**

- BTC Renovation with Ticket Booth, wireless install and Cameras
- EITC Ticket Booth Conversion from TransBridge, BrighSign install, and wireless install
- AssetWorks Servers, Tablets, Label Printer
- Finance Department New Workstations Setup
- Conducted Cyber Awareness Training
- Participated on CRM replacement research and testing
- Setup Oil Tank Communications
- Participated on App Tracker Disaster Recovery Test
- Replaced 14 Customer Service Workstations at Rider Resource
- Conducted Door Security Research
- Participated on Masabi Fare Collection Project
- Worked on Budget for Camera Refresh
- New Access Points at 12th Street for FRITS project
- Rolled out Mobile Device Management for Tablets for Shared Ride.
- Created Scope for LANTA Safety Tracking Application Scope
- Worked on organizing Avigilon camera access via Unity Cloud app

Here are some of our weekly and monthly activities:

- Network monitoring for security threats and monitoring for equipment health and welfare
- Backup System monitoring, remediation, and restoration for both email and server files
- Support for RingCentral phone system, extension changes, call recording access, and customer service call routing.
- Weekly patching of Windows servers and computers (Windows OS, Hardware Firmware & BIOS Updates).
- Monthly patching of network devices: firewalls, wireless access points, and switches
- Monthly update meetings to review progress, outstanding issues, and future initiatives
- Website support
- Software licensing management

### **In progress and 2025 initiatives:**

- Camera and Workstation Budget and Refresh
- ATC Renovation Project
- Active Directory Sync: O365 and internal AD
- Remove All Folder Redirection
- Masabi Farebox Replacement Project
- Upgrade OS on Virtual Servers nearing end of support
- CRM Roll-out



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**Service Delivery & Accessibility Committee**

**Agenda**

**December 10, 2024**

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1. Call to Order
  2. Roll Call
  3. Courtesy of the Floor
    - A. Public Comment
    - B. Update on comments received at September Committee meeting
  4. Dashboard Reports
    - A. LANtaBus Service Delivery Dashboard Report
    - B. LANtaVan Service Delivery Dashboard Report
  5. Report on Initiatives
    - A. Medical Certification for Eligibility Trends
    - B. Dispatch Staffing Approach
    - C. Transdev Update
  6. Other Business
  7. Adjournment
-





**Response to Comments Received During Courtesy of the Floor  
at the previous Service Delivery & Accessibility Committee Meeting**

No comments were received during the September 10 meeting of the Committee.



## LANtaBus Rider Experience Dashboard - July- September 2024-Q1

Tuesday, December 10, 2024

| Metric                        | Q1 FY 25         | YTD FY 25        | YTD FY 24        | % Change     |
|-------------------------------|------------------|------------------|------------------|--------------|
| Ridership LANtaBus            | 1,005,989        | 1,005,989        | 1,030,887        | -2.42        |
| Senior Ridership              | 143,307          | 143,307          | 125,820          | 13.90        |
| Ridership LANtaFlex           | 4,561            | 4,561            | 3,961            | 15.15        |
| Senior Ridership LANtaFlex    | 582              | 582              | 893              | -34.83       |
| <b>Total Ridership</b>        | <b>1,010,550</b> | <b>1,010,550</b> | <b>1,034,848</b> | <b>-2.35</b> |
| <b>Total Senior Ridership</b> | <b>143,889</b>   | <b>143,889</b>   | <b>126,713</b>   | <b>13.56</b> |
| Passenger Revenue (\$)        | 835,309          | 835,309          | 337,285          | 147.66       |
|                               |                  |                  |                  |              |
|                               | <b>YTD FY 25</b> | <b>Benchmark</b> | <b>% Diff</b>    |              |
| Riders per revenue hour       | 14.2             | 18.4             | -22.90           |              |
| Revenue/Revenue Hour (\$)     | 9.76             | 9.72             | 0.4              |              |

### Metrics

|  |                  |                                       |                   |                  |
|--|------------------|---------------------------------------|-------------------|------------------|
| <b>LANtaBus OPERATIONS FIGURES</b>         |                  |                                       |                   |                  |
|  |                  |                                       |                   |                  |
| <b>Service Reliability</b>                 | <b>On-Time</b>   | <b>Early</b>                          | <b>Late</b>       | <b>Benchmark</b> |
| LANtaBus On Time %                         | 57%              | 21%                                   | 22%               | 80%              |
| Missed Scheduled LANtaBus Trips            | 28               |                                       |                   |                  |
|  |                  |                                       |                   |                  |
|  |                  | <b>Psngr Trips Per Complaint Type</b> |                   |                  |
| <b>Rider Comfort/Experience</b>            | <b>Type</b>      | <b>Current Q</b>                      | <b>Previous Q</b> | <b>Prior Q</b>   |
| Complaints regarding driver courtesy       | 130              | 7,738                                 | 9,689             | 8,099            |
| Rider complaints about OTP/route adherence | 234              | 4,299                                 | 5,400             | 5,384            |
| HVAC related customer complaints           | 3                | 335,330                               | 988,283           | 931,352          |
|  |                  |                                       |                   |                  |
| <b>Transit App Usage</b>                   | <b>Current Q</b> | <b>Previous Q</b>                     |                   |                  |
| Transit App Users                          | 24,132           | 19,858                                |                   |                  |
| Downloads to Mobile Device                 | 2,883            | 2,143                                 |                   |                  |
| Service Alert Subscribers                  | 5,699            | 4,968                                 |                   |                  |
| Mobile Transactions                        | 20,726           | 15,979                                |                   |                  |
|  |                  |                                       |                   |                  |

|                                     | Current Quarter |               |                  | Previous Quarter |               |               |
|-------------------------------------|-----------------|---------------|------------------|------------------|---------------|---------------|
|                                     | Weekday         | Saturday      | Sunday           | Weekday          | Saturday      | Sunday        |
| Avg daily call volume (Call Center) | 168             | 78            | 52               | 250              | 80            | 51            |
| Avg wait time (Call Center)         | 1:23            | 1:20          | 1:27             | 0:58             | 0:43          | 0:56          |
|                                     | Current Quarter |               | Previous Quarter |                  | Past Quarter  |               |
|                                     | Calls           | % of Total    | Calls            | % of Total       | Calls         | % of Total    |
| Purpose of Call Breakdown           |                 |               |                  |                  |               |               |
| Call Type                           |                 |               |                  |                  |               |               |
| Complaints                          | 480             | 1%            | 451              | 0.99%            | 346           | 0.79%         |
| Bus Times                           | 6233            | 13.15%        | 5960             | 13.07%           | 5487          | 12.53%        |
| Where is the Bus                    | 82              | 0.17%         | 8                | 0.02%            | 1             | 0.00%         |
| Why is the Bus Late                 | 3               | 0.01%         | 0                | 0.00%            | 2             | 0.00%         |
| What Bus to Take                    | 138             | 0.29%         | 201              | 0.44%            | 11            | 0.03%         |
| Hang Up/ Dead Air                   | 1281            | 2.70%         | 1189             | 2.61%            | 1028          | 2.35%         |
| Applications                        | 616             | 1.30%         | 510              | 1.12%            | 313           | 0.71%         |
| LANTaVan/ECC                        | 36049           | 76.03%        | 34449            | 75.53%           | 33047         | 75.46%        |
| Fares/Tickets                       | 231             | 0.49%         | 231              | 0.51%            | 187           | 0.43%         |
| Directions                          | 142             | 0.30%         | 291              | 0.64%            | 272           | 0.62%         |
| Transfers to Other Dept             | 1632            | 3.44%         | 1780             | 3.90%            | 2493          | 5.69%         |
| Mailed Schedules                    | 6               | 0.01%         | 11               | 0.02%            | 5             | 0.01%         |
| Other(lost & found, detours, etc.)  | 521             | 1.10%         | 530              | 1.16%            | 600           | 1.37%         |
| <b>Total Calls</b>                  | <b>47,414</b>   | <b>100.0%</b> | <b>45,611</b>    | <b>100.0%</b>    | <b>43,792</b> | <b>100.0%</b> |
| Passenger Trips per Complaint       | 2,096           |               |                  |                  |               |               |

|   |   |  |  |  |
|---|---|--|--|--|
|   |   |  |  |  |
| On Time response to LANTaBus complaints | No open complaints more than 8 days old |  |  |  |

| LANtaBus ADA Related Complaints<br>July - September 2024 |                    |   |               |
|--|--------------------|---|---------------|
| Month  | Issue              | Details and Response  | Determination |
| July   | Ramp/Kneeling      | Rider reported driver did not kneel bus. Video showed rider did not request bus be kneeled. Once requested, driver did kneel bus.   | Invalid       |
|  | Ramp/Kneeling      | Rider reported that driver did not deploy ramp when requested. Video did not substantiate claim.  | Invalid       |
|  | Disability Fare    | Driver changed full fare to rider with Reduced Fare Card. Driver rectified mistake with complimentary passes.   | Valid         |
| August   | Ramp/Kneeling      | Rider reported driver did not deploy ramp when requested. Video substantiated rider's claim. Driver received coaching on policy.  | Valid         |
|  | Stop Announcements | Rider reported that bus did not announce that the bus changed from one route to another. System should announce route at beginning of trip. Bus was scheduled for maintenance check.                                  | Valid         |
| September  | Ramp/Kneeling      | Rider reported driver did not deploy ramp when requested. Driver reported that requested location was not safe for ramp deployment. Driver deployed ramp at alternate location. Video substantiated driver's account. | Invalid       |

|                                    |         |
|------------------------------------|---------|
| Total Complaints for Quarter       | 6       |
| Total Valid                        | 3       |
| Total Valid or Inconclusive        | 3       |
| Complaints per LANtaBus Trip       | 168,425 |
| Valid Complaints per LANtaBus Trip | 336,850 |



## LANtaVan Dashboard Report

Tuesday, December 10, 2024

Reporting Period: FY25 Q1 July 2024 - September 2024

### Total Completed Trips by Funding Source

#### Q4 Comparison

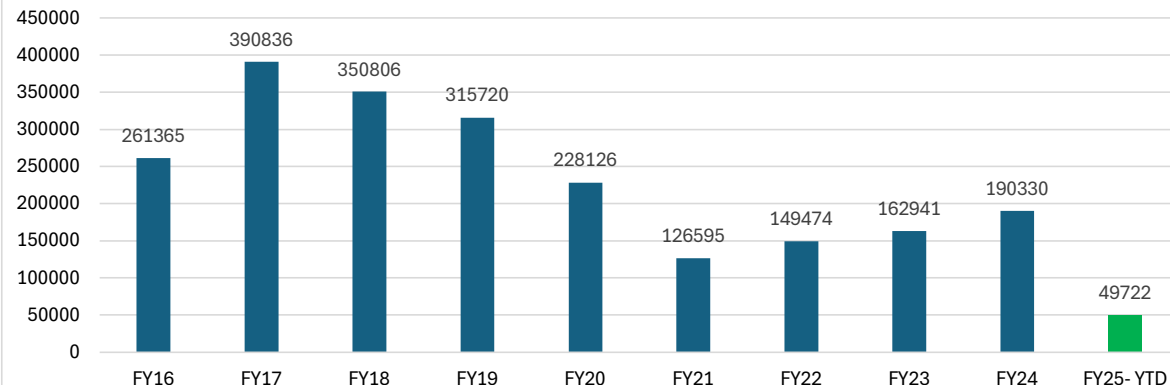
| Program | Q1 FY2025 |            | Q1 FY2024 |            | % Change | Sponsor | Funding Source       |
|---------|-----------|------------|-----------|------------|----------|---------|----------------------|
|         | Total     | % of Total | Total     | % of Total |          |         |                      |
| ADA     | 10,272    | 21%        | 10,413    | 23%        | -1%      | LANTA   | LANtaBus Op/Cap      |
| Lottery | 24,537    | 49%        | 21,324    | 46%        | 15%      | PennDOT | PA Lottery Funds     |
| MATP    | 12,496    | 25%        | 12,101    | 26%        | 3%       | PA DHS  | CMS/State MA Funding |
| PwD     | 1,644     | 3%         | 1,267     | 3%         | 30%      | PennDOT | Proj of Stwde Signif |
| Other   | 773       | 2%         | 763       | 2%         | 1%       | Various | Various              |
| Total   | 49,722    | 100%       | 45,868    | 100%       | 8%       |         |                      |

### Total Completed Trips by Funding Source

#### YTD Comparison

| Program | YTD FY2025 |            | YTD FY2024 |            | % Change | Sponsor | Funding Source       |
|---------|------------|------------|------------|------------|----------|---------|----------------------|
|         | Total      | % of Total | Total      | % of Total |          |         |                      |
| ADA     | 10,272     | 21%        | 10,413     | 23%        | -1%      | LANTA   | LANtaBus Op/Cap      |
| Lottery | 24,537     | 49%        | 21,324     | 46%        | 15%      | PennDOT | PA Lottery Funds     |
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| PwD     | 1,644      | 3%         | 1,267      | 3%         | 30%      | PennDOT | Proj of Stwde Signif |
| Other   | 773        | 2%         | 763        | 2%         | 1%       | Various | Various              |
| Total   | 49,722     | 100%       | 45,868     | 100%       | 8%       |         |                      |

### Total Completed Trips Comparison Chart





### MATP Out of Service Area Trip Statistics

| Q1 FY2025    |                 |                |
|--------------|-----------------|----------------|
| Program      | Completed Trips | Revenue Miles  |
| MA OOC LC    | 72              | 3774.00        |
| MA OOC NC    | 124             | 3096.30        |
| <b>Total</b> | <b>196</b>      | <b>6870.30</b> |

### Service Productivity - All

| Q1 FY2025     |               |                 |              |               |
|---------------|---------------|-----------------|--------------|---------------|
| Service Hours | Revenue Hours | Passenger Trips | PT/Rev Hours | Scheduled Eff |
| 30,483.67     | 24,632.20     | 59,395          | 2.41         | 3.27          |

### Scheduled Trip Summary - All

| Q1 FY2025       |             |                       |          |
|-----------------|-------------|-----------------------|----------|
| Scheduled Trips | IVR Cancels | Day of Service Cancel | No Shows |
| 80,607          | 3,084       | 3,169                 | 197      |

### Riders by Fare Zone - All

| Q1 FY2025    |           |        |               |                  |
|--------------|-----------|--------|---------------|------------------|
| Zone         | Full Fare | Copay  | Trips         | % of Total Trips |
| Base         | \$ 29.35  | \$4.40 | 13,360        |                  |
| 2            | \$ 35.35  | \$5.30 | 11,399        |                  |
| 3            | \$ 41.35  | \$6.20 | 6,085         |                  |
| <b>Total</b> |           |        | <b>30,844</b> | <b>62%</b>       |

### Trip Pattern Statistics - All Passengers

#### Quarter Comparison

|              | Q1 FY2025       |         |            | Q1 FY2024       |         |            | % Change       |         |            |
|--------------|-----------------|---------|------------|-----------------|---------|------------|----------------|---------|------------|
|              | Average Length  |         |            | Average Length  |         |            | Average Length |         |            |
|              | Miles           | Minutes | Serv Speed | Miles           | Minutes | Serv Speed | Miles          | Minutes | Serv Speed |
| <b>Total</b> | 9.6             | 36.78   | 15.66      | 11.60           | 39.46   | 17.73      | -17%           | -7%     | -12%       |
|              | LANtaBus Figure |         | 13.3       | LANtaBus Figure |         | 13.6       |                |         |            |

### Duration of Trips - Q1 FY2025

| Q1 FY2025                       |        |        |       |      |      |
|---------------------------------|--------|--------|-------|------|------|
| Minutes                         | <30    | 31-60  | 61-90 | >90  | >120 |
| <b>Trip Total</b>               | 27,497 | 11,026 | 7,169 | 2925 | 1105 |
| <b>Trip Total As Percentage</b> | 55.3%  | 22.2%  | 14.4% | 5.9% | 2.2% |

|                               |     |
|-------------------------------|-----|
| Percent Trips 30 mins or less | 55% |
| Percent Trips 90 mins or less | 92% |
| % ADA Trips within FRE        | 35% |
| % ADA within 15 mins. of FRE  | 82% |

### On Time Performance - Client Pick Up Trips

| Q1 FY2025                |                       |                   |       |
|--------------------------|-----------------------|-------------------|-------|
| Time vs Window           | Before Pick Up Window | In Pick Up Window | Late  |
| Trip Total               | 12226                 | 30945             | 6551  |
| Trip Total As Percentage | 24.6%                 | 62.2%             | 13.2% |

|                           |     |
|---------------------------|-----|
| Total % On Time & Early   | 87% |
| LANtaBus On Time or Early | 78% |

### LANTA Call Center Report Comparison

|                           | Q1 FY2025 (Current) |          |        | Q4 FY2024 (Previous) |          |        |
|---------------------------|---------------------|----------|--------|----------------------|----------|--------|
|                           | Weekday             | Saturday | Sunday | Weekday              | Saturday | Sunday |
| Average Daily Call Volume | 321                 | 115      | 77     | 480                  | 114      | 75     |
| Average Call Wait Time    | 1:53                | 2:03     | 1:49   | 1:40                 | 1:29     | 0:48   |

### Complaints Received

| Subject of Complaint                     | Q1 FY2025 (Current) |             | Q4 FY2024 (Previous) |             |
|--|---------------------|-------------|----------------------|-------------|
|  | Number              | % of Total  | Number               | % of Total  |
| Late                                     | 15                  | 11%         | 19                   | 18%         |
| Early                                    | 6                   | 5%          | 5                    | 5%          |
| Driver Attitude                          | 13                  | 10%         | 18                   | 17%         |
| Care Driving/Comfort                     | 26                  | 20%         | 22                   | 20%         |
| Van did not show                         | 14                  | 11%         | 6                    | 6%          |
| Fare Disputes                            | 15                  | 11%         | 11                   | 10%         |
| Overcrowding                             | 0                   | 0%          | 0                    | 0%          |
| Trip Length                              | 21                  | 16%         | 18                   | 17%         |
| Other                                    | 22                  | 17%         | 9                    | 8%          |
| <b>Total</b>                             | <b>132</b>          | <b>100%</b> | <b>108</b>           | <b>100%</b> |
|  |                     |             |                      |             |
| <b>Trips per Complaint</b>               | <b>377</b>          |             |                      |             |
|  |                     |             |                      |             |
| <b>Complaints Deemed Valid</b>           | <b>47</b>           |             |                      |             |
| <b>Trips per Complaints Deemed Valid</b> | <b>1,058</b>        |             |                      |             |