NAIPTA Annual Report 2016

Getting you where you want to go….

Mission: "Getting you where you want to go"

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Vision: "To Create the Finest Transportation Experience

Making NAIPTA Services an Excellent Choice for

Northern Arizona Communities"

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Northern Arizona Intergovernmental Public Transportation Authority
3773 N. Kaspar Drive • Flagstaff, AZ 86004 • 928-679-8900 • FAX 928-779-6868 • www.naipta.az.gov

October 19, 2016

Honorable Chairman and Members of the Board:

In accordance with A.R.S. 28-9101 et seq. to establish an intergovernmental public transportation authority and the restated Master IGA signed by Coconino County, signed on June 7, 2013, this annual report will serve to advise the Board of Directors of the activities, transactions, and finances for the preceding fiscal year.

Staff has prepared the FY2016 Annual Report. The report contains a summary of the activities, including performance data from City of Flagstaff, and Coconino County public transportation systems. The report provides an overview of revenues and expenditures along with financial statement for FY2016.

During the fiscal year 2016, NAIPTA operations included management and oversight of City of Flagstaff and Coconino County's public transit systems. In addition to operating these services, NAIPTA continues to work with other transit systems and public agencies to create coordinated services between and within communities.

In conclusion, the FY2016 Annual Report provides the summary of the program activities, the respective revenues received along with expenditure of funds.

Respectfully,

Jeff Meilbeck
CEO & General Manager
NAIPTA

FY2016 YEAR IN REVIEW

- NAIPTA purchased 2 hybrid diesel-electric vehicles in summer 2016 for future service expansion and enhancements.
- NAIPTA's continues efforts to improve passenger waiting areas at stops through planning and development of improved accessibility and addition of amenities at existing stops. NAIPTA also began process of rehabilitation shelters, furniture, and lighting.
- The Vanpool program introduced in FY2015 quadrupled in FY2016 with as many as 7 vehicles in service per month.
- Mountain Line-Link experienced an increase of 48,145 passengers over the year.
- Mountain Lift saved operating cost by using NAIPTA's Taxi Voucher service for 3,985 trips. Taxi Vouchers add flexibility for passengers and are a less expensive method for meeting demand with the same service commitments.
- Mountain Lift performed 2.61 trips per hour, an increase of 11% over the FY2015 performance of 2.35 trips per hour.
- Mountain Line – Link improved in on time performance, reaching a new high of 94%. This means only 6% of departures are more than 3 minutes late.
- NAIPTA maintained 5 of 6 "Small Transit Intensive Cities" competitive funding measures from the Federal Transit Administration.

SUMMARY OF PROGRAMS

City of Flagstaff & Northern Arizona University

NAIPTA operates and maintains Mountain Line/Mountain Link fixed route and Mountain Lift demand response public transportation systems. These systems have been in operation since October 13, 2001. Following are tables with the actual performance data.

Performance Measures by Program				
	FY2013 **	**FY2014**	**FY2015**	**FY2016**
MOUNTAIN LINE				
Total Ridership	1,842,322	1,837,140	1,881,212	1,929,357
Operating and Admin Cost	$ 5,249,625	$ 5,451,705	$ 5,525,635	$ 5,794,892
Revenue Hours	57,434	59,850	63,577	71,838
Revenue Miles	700,879	745,044	805,334	850,274
Avg Daily Ridership	5,075	5,061	5,182	5,315
Passengers/Trips per Hour	32.08	30.70	29.59	26.86
Operational Cost per Hour	$ 74.87	$ 73.82	$ 71.21	$ 67.34
Administrative Cost per Hour	$ 16.53	$ 17.27	$ 15.70	$ 13.33
Cost per Passenger/Trip	$ 2.85	$ 2.97	$ 2.94	$ 3.00
Cost per Revenue Mile	$ 7.49	$ 7.32	$ 6.86	$ 6.82
MOUNTAIN LIFT				
Total Trips	24,598	24,526	21,506	22,403
Operating and Admin Cost	$ 964,882	$ 976,642	$ 971,164	$ 856,439
Revenue Hours	9,596	9,912	9,134	8,570
Revenue Miles	120,978	121,865	113,429	109,338
Passengers/Trips per Hour	2.56	2.47	2.35	2.61
Operational Cost per Hour	$ 81.74	$ 79.04	$ 87.98	$ 84.68
Administrative Cost per Hour	$ 18.81	$ 19.49	$ 18.34	$ 16.30
Cost per Passenger/Trip	$ 39.23	$ 39.82	$ 45.16	$ 38.23
Cost per Revenue Mile	$ 7.98	$ 8.01	$ 8.56	$ 7.83
MOUNTAIN LIFT TAXI				
Total Trips	5,681	3,494	3,827	3,985
Cost per Passenger/Trip	**$ 10.29**	**$ 10.14**	**$ 12.74**	**$ 19.15**

FY2016 Taxi reflects full cost of program vs prior year reporting which was only the cost for the contracted service from the Taxi companies.

SUMMARY OF PROGRAMS

Mountain Line

Mountain Line has 9 routes, requiring seventeen transit buses, sixteen 35 foot and one 60 foot articulated, during peak service to offer 30 minute frequency, 363 days a year. Service is available Monday thru Friday from 6 am to 10 pm and on Weekends from 7 am to 8pm. Total revenue hours operated in FY2016 was 71,838 with 850,274 revenue miles. Total of 26.86 passengers per revenue hour was slightly less than the prior year total and is due to increase in revenue hours that is not proportionate to increase in passenger trips. Mountain Line set a new record for total passengers for the year of 1,929,375, a 3% increase over FY2015. The average riders per day equaled 5,315.

Mountain Line continues to build the fleet needed for future service expansion needs and is focused on maintaining the hybrid diesel fleet, maximizing the 40% savings on fuel efficiency and significantly reducing emissions. The vehicles continue to be popular with customers and the community as they are quieter, reducing noise along transit routes through residential neighborhoods.

The passenger shelter program continues to provide improved passenger amenities, with accessibility as well as covered waiting, seating, trash receptacle, and in some locations a bike rack. The shelters, designed specifically for the City of Flagstaff, offers wind protection against the southwestern wind and are well received by the community as well as transit patrons. NAIPTA introduced a small passenger stop option that provides for lighting at seating at locations where a full shelter is not possible. Stops without amenities are examined annually to determine demand or need. All stops are identified by a bus stop sign.

The validating farebox continues to offer more efficient passenger loading as well as improved data collection regarding transit demand and use by stop.

Following are graphs to demonstrate the changing ridership on the Mountain Line over the last several years.

SUMMARY OF PROGRAMS

Annual Ridership by Month

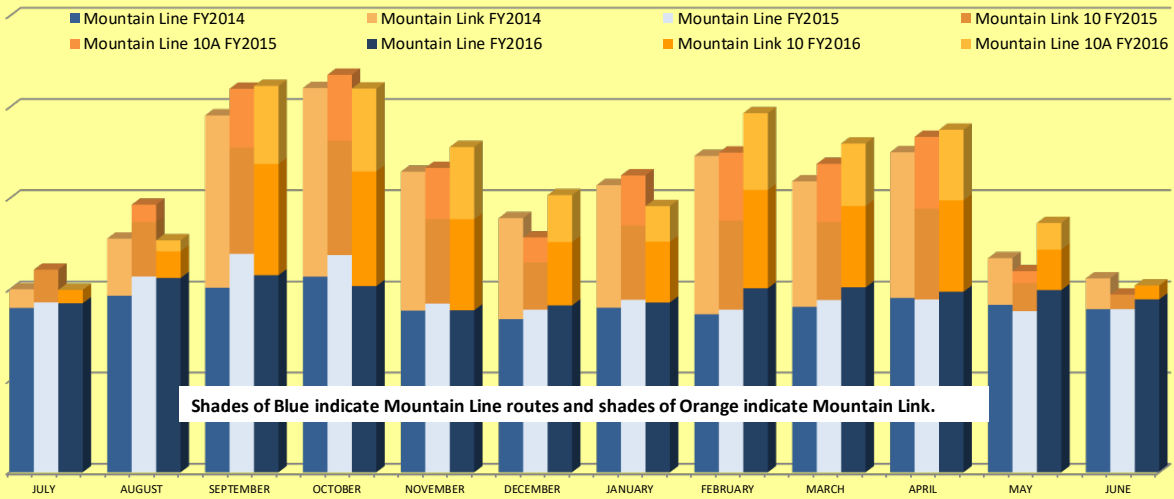
Monthly Ridership Report – June

Ridership Comparison by Month
FY14 to FY16

	Jul	Aug	Sep	Oct	Nov	Dec +	Jan	Feb	Mar	Apr	May	Jun
FY 14	100,340	128,095	195,630	210,640	164,790	139,332	157,396	173,398	159,458	175,423	117,391	106,316
FY 15 *,**	111,053	146,683	210,237	217,885	166,846	128,756	162,735	175,248	169,085	183,875	110,223	97,417
FY 16	99,944	127,174	211,797	210,352	178,285	151,940	145,906	196,865	180,240	187,767	136,683	102,404

*Data collection method changed July 1, 2014 **August 18, 2014, Mountain Line 10A and Route 14 launched

+ New Years Eve Service for FY14 and FY16



SUMMARY OF PROGRAMS

Mountain Lift

Mountain Lift has seven paratransit vans in operation during peak service to offer, at a minimum, curb to curb service for the elderly and disabled per the requirement of the Americans with Disabilities Act. Service hours for the paratransit service are complimentary to the fixed route service. Total revenue hours operated in FY2016 were 8,570 with 109,338 revenue miles and a total of 2.61 trips per revenue hour providing 22,403 trips to more than 200 clients.

Mountain Lift's taxi voucher program continues to grow, providing 3,985 trips, expanding the options of clients beyond the services offered by the ADA paratransit service. The taxi voucher program trips would cost City of Flagstaff approximately $152,342 annually or an additional $20 per trip if provided in a van.

Following are graphs to demonstrate the changing demands on the Mountain Lift service over the last several years.

SUMMARY OF PROGRAMS

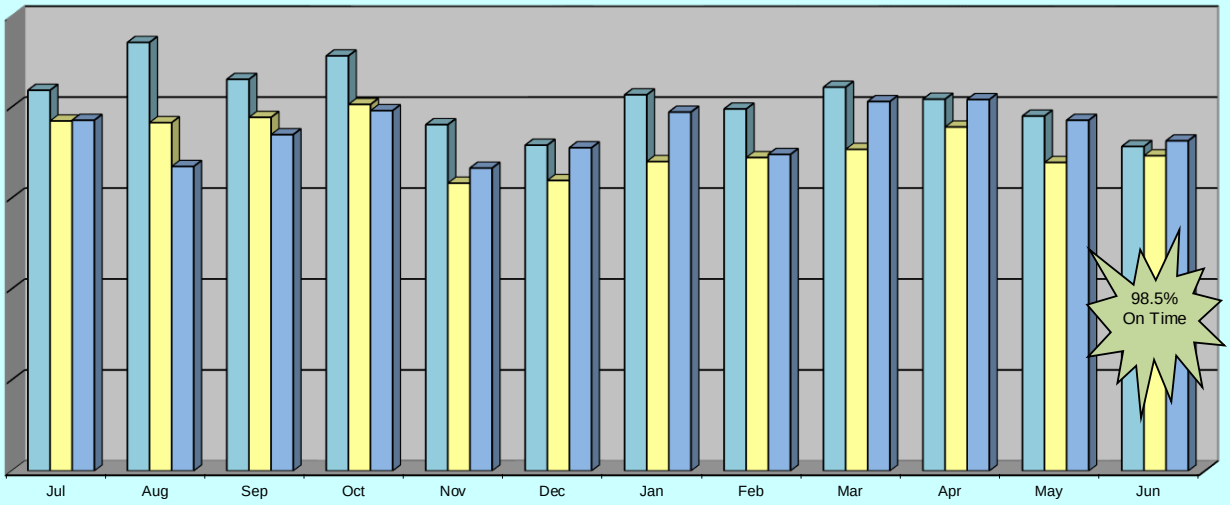
Annual Ridership per Month

Ridership Trends - June

Ridership Comparison by Month

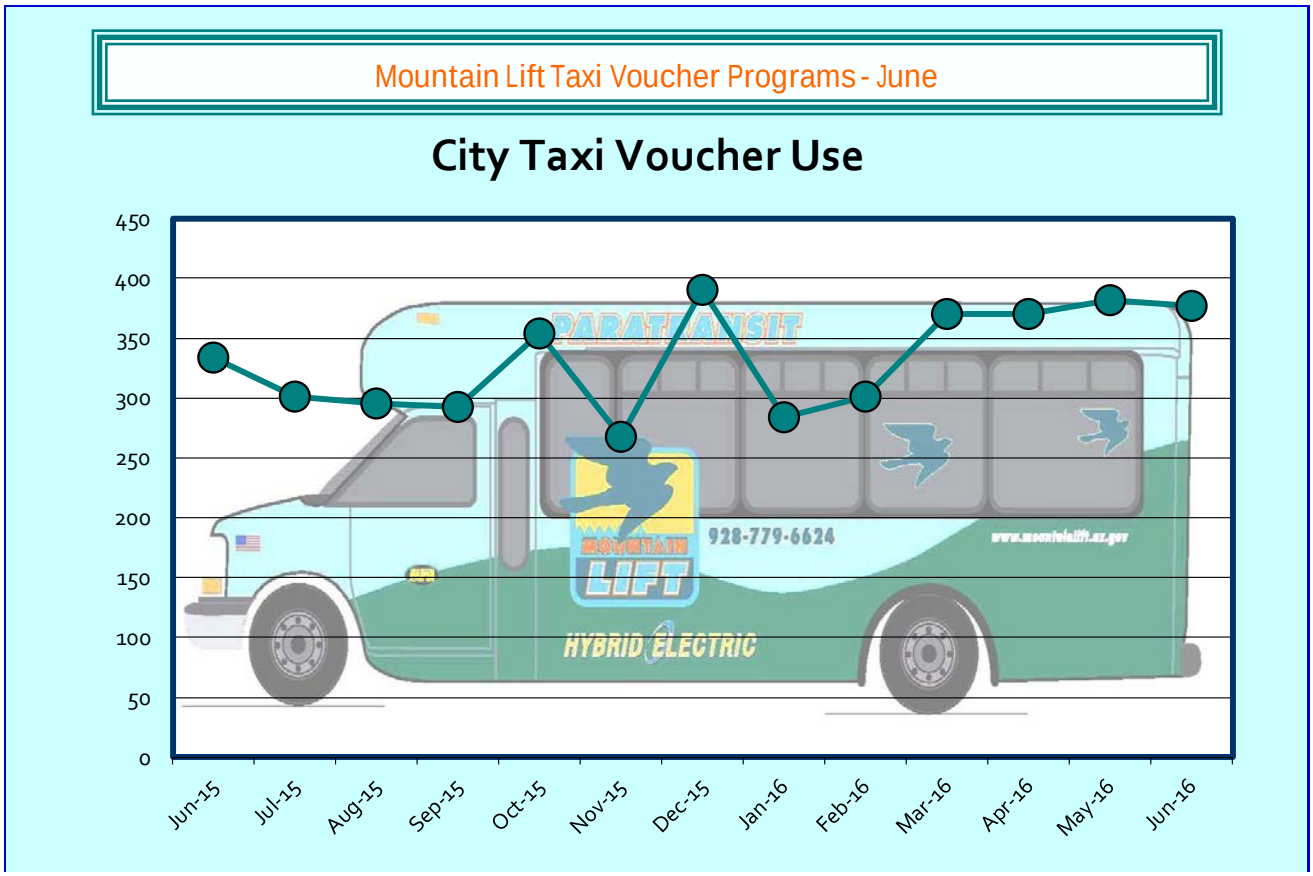
FY14 to FY16

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 14	2,093	2,356	2,153	2,282	1,904	1,791	2,068	1,990	2,110	2,044	1,951	1,784
FY 15	1,924	1,915	1,944	2,015	1,582	1,597	1,701	1,723	1,768	1,891	1,696	1,733
FY 16	1,928	1,674	1,849	1,981	1,665	1,777	1,973	1,740	2,031	2,042	1,928	1,815



SUMMARY OF PROGRAMS

Annual City Taxi Voucher Use by Month

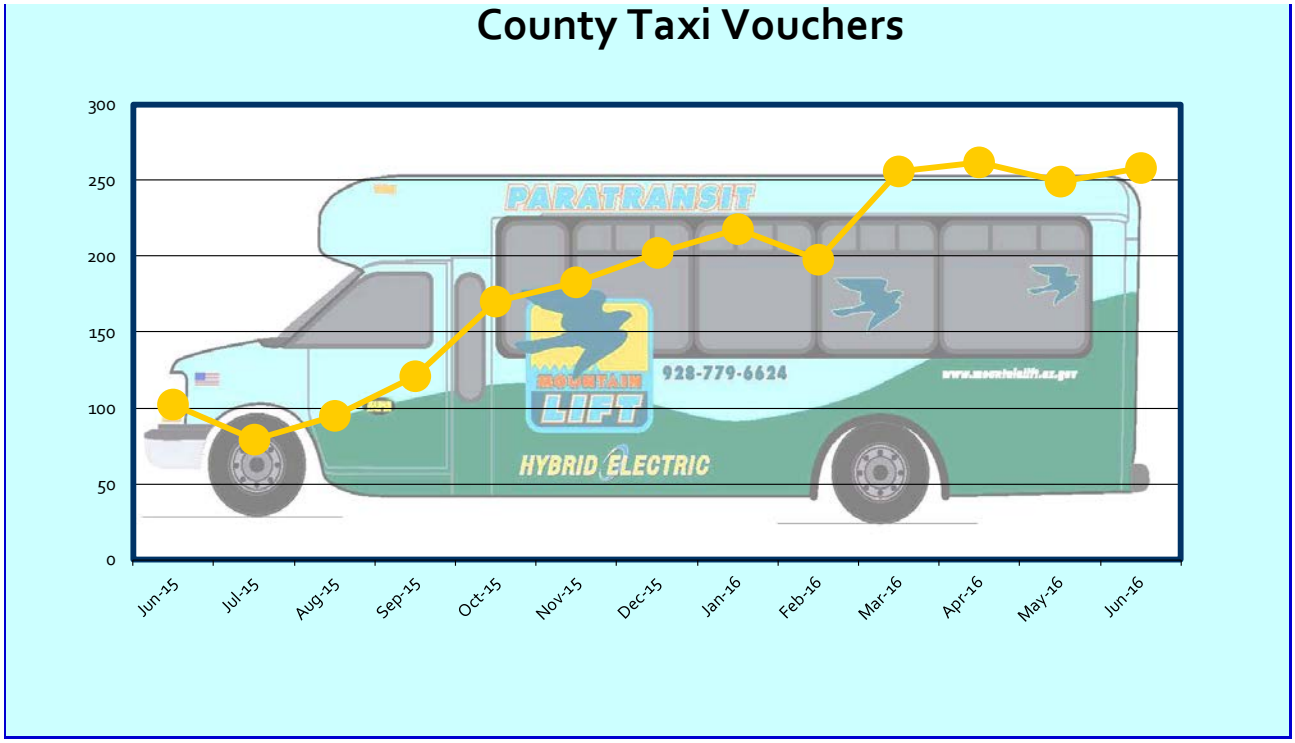


SUMMARY OF PROGRAMS

Coconino County

On behalf of Coconino County, NAIPTA operates a Taxi Voucher Program for surrounding areas. Coconino County does not offer any type of fixed route system or paratransit system, opting to provide less expensive taxi vouchers to the elderly and disabled, above the ADA requirements for public transportation systems.

Following is a graph demonstrating demand and use of the voucher program.



In FY2016, the Mountain Line Vanpool program grew to 7 vans and provided 1,800 shared trips covering 42,250 miles.

SUMMARY OF REVENUES AND EXPENDITURES

NAIPTA's revenue sources include contributions from each agency with service, Arizona Department of Transportation, Federal Transit Administration, and fares and contract fees. The revenues are paid directly to NAIPTA and tracked by service.

NAIPTA pays for the operations of services for the City of Flagstaff and for Coconino County. Expenditures related to services include salary and benefits, indirect administrative costs, operations and maintenance, travel, and capital programs.

SUMMARY OF REVENUES AND EXPENDITURES

REVENUES

NAIPTA collects revenues for operations from partners based on approved annual budgets as indicated in the Service Agreements signed by each agency. The revenues are generated in each community and paid to NAIPTA on a monthly basis, with an annual 3 month deposit at the beginning of each year based on the approved budget to create a fund balance. At the end of the fiscal year, NAIPTA reconciles actual expenses to budgets and adjusts the deposit for the next fiscal year based on the payments received.

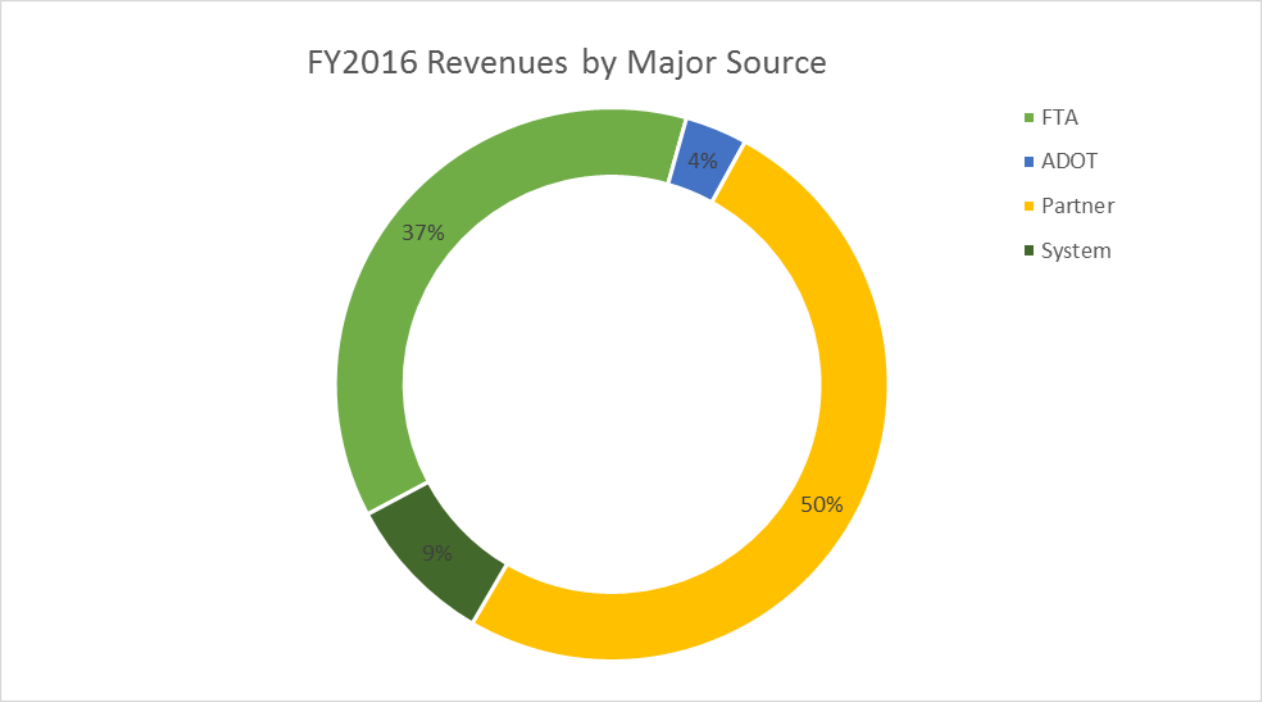
In FY2016, NAIPTA received a total of $10,023,700 from various sources. The breakdown of revenues is as follows:

$3,721,300	Federal Revenues	
	5307 Urbanized Area – Flagstaff	$ 2,692,100
	5309 Bus Livability – Flagstaff	$ 1,029,200
$ 364,955	Arizona Dep't of Transportation	
	5304 Planning	$ 54,609
	5310 Mobility Management	$ 299,215
	5311 Rural Transit	$ 8,683
	Rural Transit Assistance Program (RTAP Training)	$ 2,448
$5,054,964	Partner Revenues	
	City of Flagstaff	$ 4,540,308
	Coconino County	$ 20,413
	Northern Arizona University	$ 494,244
$ 882,480	System Generated Revenues	
	Fares	$ 799,240
	Apportioned Interest and Other (Snowbowl, County Fair)	$ 39,238
	Dep't Development Disabilities (contract for demand response)	$ 46,002

All revenues received by NAIPTA must be used as approved by each partner agency and must be used for the purpose of operating public transportation services.

SUMMARY OF REVENUES AND EXPENDITURES

REVENUES



SUMMARY OF REVENUES AND EXPENDITURES

EXPENDITURES

NAIPTA is responsible for paying all costs associated with operating and maintaining the public transportation services in the City of Flagstaff and Coconino County. The expenditures for Northern Arizona University are associated with operation of Mountain Link and are paid in lieu of fare for students on Route 10. The actual expenses were tracked and compared to the budget on a monthly basis, with financial reports to the Board of Directors and partner agencies on a quarterly basis.

NAIPTA paid salaries and benefits to a total of 15 salaried employees as well as 66 regular full time and 30-35 part-time, temporary, or variable employees. Employees are broken into three categories: indirect administrative positions, administration/operation support positions, and operation positions. Benefits for all regular full time positions include enrollment and contribution of 11.6% into the Arizona State Retirement System, 100% employee coverage for Health, Dental, and Vision insurance, portion or share of employee dependent coverage for Health insurance, and employee life insurance plan.

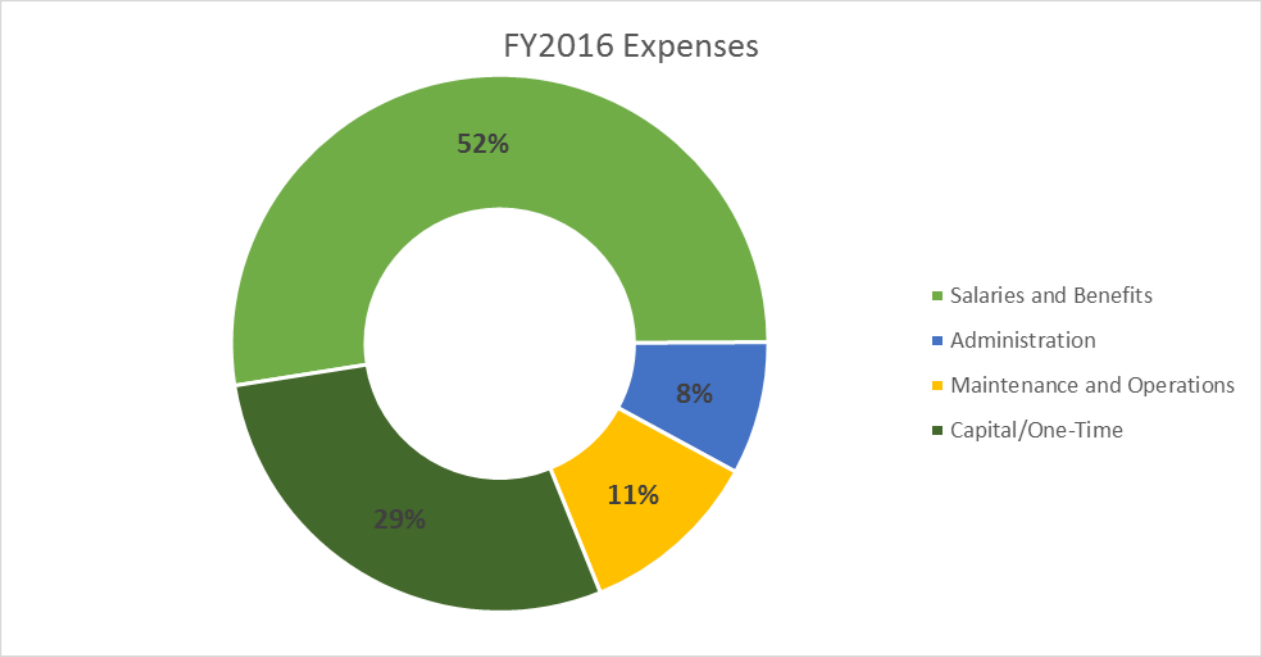
In FY2016, NAIPTA total expenditure was $14,257,926 for all operations and capital expenses. The breakdown of expenditures is as follows:

Salaries and Benefits	$ 5,257,426
Administration (includes travel)	$ 803,180
Maintenance and Operating	$1,098,866
Capital/One-Time	$2,869,547

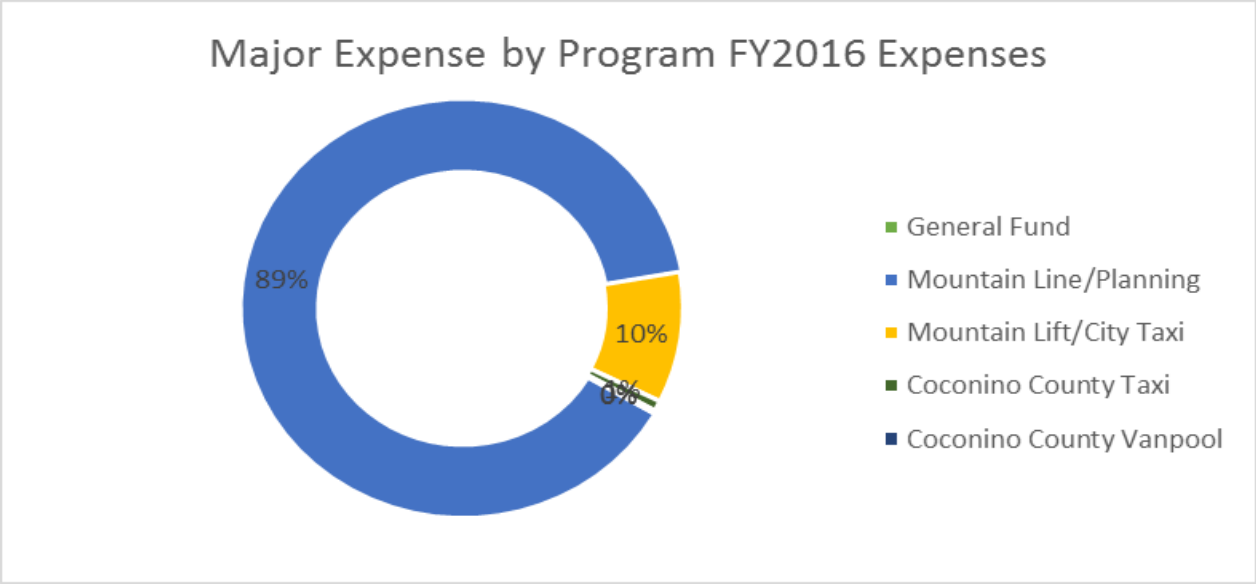
SUMMARY OF REVENUES AND EXPENDITURES

EXPENDITURES

Expenditures by Major Categories



Expenditures by Program



SUMMARY OF REVENUES AND EXPENDITURES

General Fund

NAIPTA's General Fund operating total is $5,319 and has no capital expenditures.

The general fund does not support any staff and has no salaries and benefits. The only expenditure was for NAIPTA Marketing Materials and consulting.

City of Flagstaff

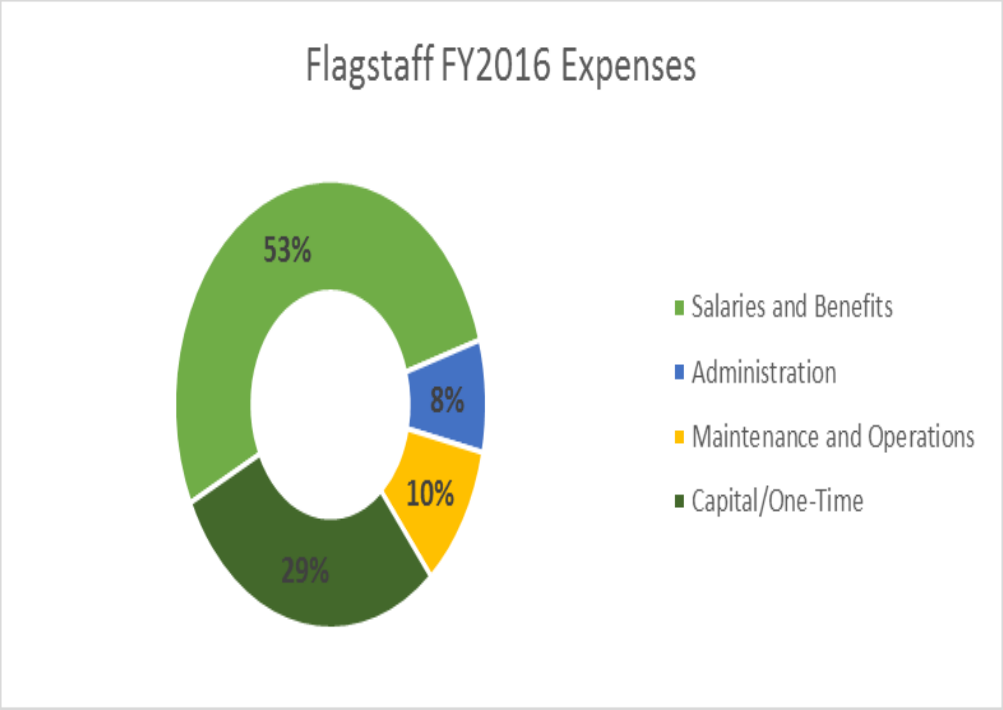
City of Flagstaff's operating total is $7,054,235 and capital expenditures total is $2,869,547, for total expenditures of $9,923,782.

$5,219,631: **S**alaries and benefits expenditures include 41 full time operators and 34 dedicated support staff as well as 8 shared support positions. The City also shares in the cost of 7 indirect administrative positions.

$1,834,604: Operating expenditures contain facility and utilities costs along with professional services like finance, legal, and human resources. The expenditures also cover the auto insurance and general commercial insurance as well as preventative maintenance program and repairs and service of vehicles, maintenance of bus stops, marketing and advertising of services, and printing of rider materials.

$2,869,547: Capital expenditures include replacement of network and computer equipment, ongoing updates to farebox system, purchase of new real time arrival system, purchase of new paratransit dispatch, and purchase of planning software. Expenditures included plan and design of improved bus stop mobility options and phase 1 of shelter rehabilitation. Additional capital projects include 2 buses, 2 administrative or service vehicles, and close out items on the construction of the new facility.

Flagstaff Expense by Category



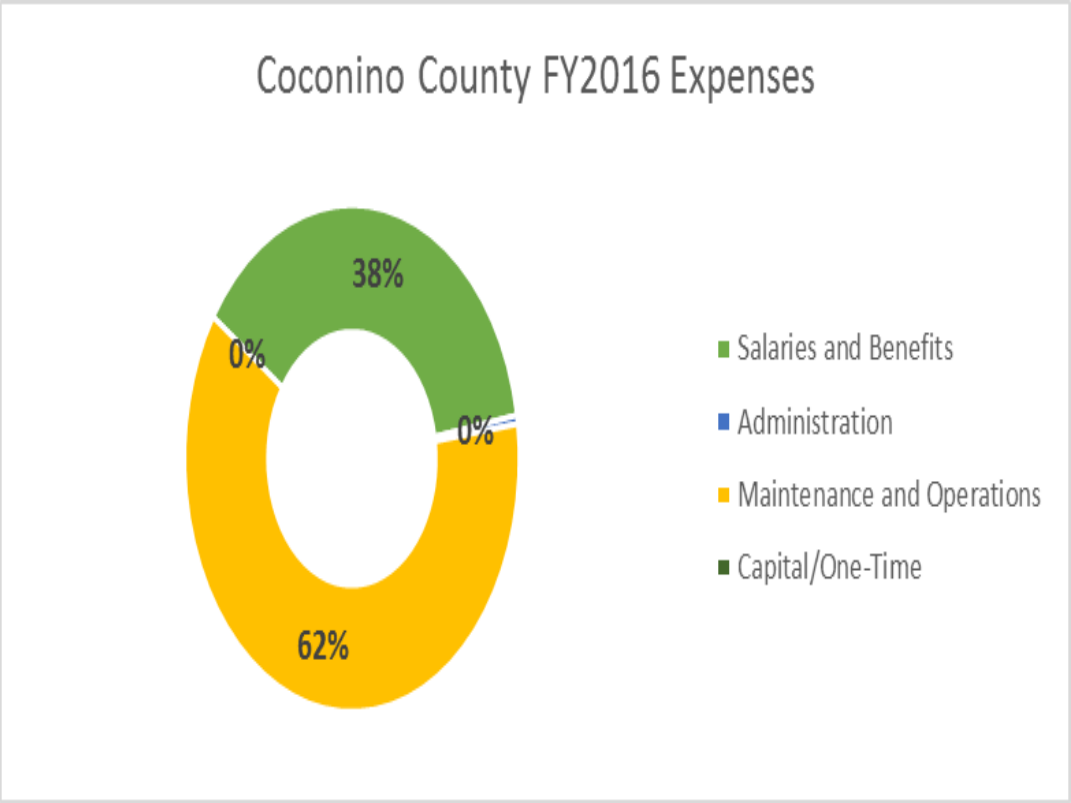
SUMMARY OF REVENUES AND EXPENDITURES

Coconino County

Coconino County's operating total $99,918 and with zero capital expenditures.

$37,796: Salaries and benefits expenditures include portion of shared support positions, program manager, dispatcher and ADA Specialist. The County also shares in the cost of 7 indirect administrative positions.

$62,123: Operating expenditures are for the taxi voucher program and Vanpool contract used to provide transportation primarily outside the City of Flagstaff limits.

$ 0: There were no capital expenditures associated with this program.

Coconino County Expense by Category