



Fargo-Moorhead Metropolitan  
Council of Governments

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## 19<sup>th</sup> Meeting of the MATBUS Coordination Committee

May 20, 2026 | 9:00 – 10:30 am

Location: Metro COG Conference Room/Zoom

[Click here to join the meeting](#)

Meeting ID: 857 9290 5853

Passcode: 271629

1. Call to Order and Introductions
  - a. Approve Order and Contents of the Overall Agenda
  - b. Review and Action on Minutes from April 15, 2026
2. Public Comment Opportunity
3. Action Items
  - a. Resolution to Adopt Special Service Billing Methodology – **Cole Swingen**
  - b. 2027 Capital Project Cost Allocation Plan Approval – **Jordan Smith**
4. Informational Items
  - a. April Budget to Actuals Review – **Jean Henning and Cole Swingen**
  - b. Safety and Security Update – **Cole Swingen**
  - c. 2027 Operations and Capital Budget Proposal – **Julie Bommelman, Jordan Smith, Cole Swingen, and Jean Henning**
5. Other Business

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# Agenda Item 1b

**18<sup>th</sup> Meeting of the  
MATBUS Coordination Committee  
April 15, 2026 – 9:00 AM  
Metro COG Conference Room/Zoom**

**Members Present:**

John Strand, Fargo City Commission, Interim Chair  
Julie Bommelman, Fargo Transit Director  
Susan Thompson, Fargo Finance Director  
Sebastian McDougall, Moorhead City Council  
Jenica Flanagan, Moorhead Finance Director  
Mike Rietz, Moorhead Assistant City Manager  
Dustin Scott, West Fargo City Administrator  
Peyton Mastera, Dilworth City Administrator  
Brit Stevens, NDSU Transportation Manager  
Ben Griffith, Metro COG Executive Director

**Members Absent:**

Deb White, Moorhead City Council  
Denise Kolpack, Fargo City Commission

**Others Present:**

Adam Altenburg, Metro COG  
Shaun Crowell, MATBUS  
Brenda Derrig, City of Fargo  
Josh Gordon, MATBUS  
Luke Grittner, MATBUS  
Taaren Haak, MATBUS  
Jean Henning, City of Fargo  
Aiden Jung, Metro COG  
Nicole Lipinoga, Metro COG  
Wyatt Papenfuss, City of Fargo  
Matt Pinotti, MATBUS  
Jordan Smith, MATBUS  
Cole Swingen, MATBUS  
Megan Zahradka, City of Moorhead  
Linghao Zhang, Metro COG

**1a. Approve Order and Contents of the Agenda**

Mr. Smith proposed amending the agenda to include a discussion on the MNDOT quarterly meeting under Other Business. A motion to approve the agenda, as amended, was made by Ms. Thompson and seconded by Mr. Griffith. The motion was voted on and unanimously approved.

**1b. Review and Action on Minutes from March 18, 2026**

A motion to approve the minutes for the March 2026 regular meeting was made by Mr. McDougall and seconded by Mr. Griffith. The motion was voted on and unanimously approved.

## **2. Public Comment Period**

No members of the public addressed the committee.

### **3a. Resolution to Waive Advertising Fees for all Partner Agencies**

Mr. Swingen presented a resolution to waive advertising fees for all partner agencies. He noted that the effort is intended to remove barriers to advertising with MATBUS. Partner agencies would still be responsible for covering the cost of the bus wrap or advertisement itself, but the monthly advertising fee would be waived.

Interim Chair Strand expressed his appreciation for the resolution and encouraged all partner agencies to explore advertising opportunities with MATBUS.

Mr. Swingen noted that bus wraps typically last five years. He also stated that non-partner agencies are currently charged \$2,000 per month for advertising. Ms. Thompson added that non-partner entities should also be encouraged to advertise, as it could provide an additional revenue source for MATBUS.

A motion to approve the resolution to waive advertising fees for all partner agencies was made by Mr. Griffith and seconded by Ms. Thompson. The motion was voted on and unanimously approved.

### **4a. March Budget to Actuals Review**

Ms. Henning provided an overview of the March Budget-to-Actuals review. She noted that MATBUS was continuing to monitor staffing-related expenses and that, despite still having five vacant positions, overtime costs had significantly exceeded projections. She added that healthcare elections were currently helping offset overruns. While overtime expenses are approximately \$155,000 over budget, healthcare elections have reduced overall costs by roughly \$400,000.

Ms. Henning noted that MATBUS received its Section 5307 apportionment. She stated that Fargo received \$3,015,275, of which \$843,569 would be suballocated to Moorhead due to apportionment issues identified last year. As a result, Moorhead's total apportionment would be \$1,714,119, while Fargo's total apportionment would be \$2,171,706.

Ms. Henning stated that an amendment had been submitted to deobligate funding for the Dilworth Transfer Hub. She also stated that the Section 5310 Program Guide had been approved and that staff would be working on an amendment to Metro COG's Transportation Improvement Program (TIP).

Ms. Flannagan questioned the discrepancy between staff wages and overtime expenses. Ms. Henning replied that, during the transition to City of Fargo staffing, it was difficult to accurately project driver wages and healthcare elections for incoming employees.

Ms. Flannagan also asked about the status of the 5307 suballocation. Mr. Smith stated that there is currently no letter to the City of Moorhead, but noted that the process should be completed in April.

### **4b. Security Incident Highlights and Summary**

Mr. Swingen provided an update on recent safety incidents. He noted that, in one incident, an individual who had been trespassed from the property threw a pair of scissors at a moving bus. He also reported an incident at Essentia Hospital involving two individuals in a

possible stabbing incident. Fargo Police Department was called, and the two individuals were removed from the bus.

#### **4c. Driver Safety and Survey Results**

Mr. Swingen provided an update on ongoing efforts to address safety within the MATBUS system, including the completion of a Driver Safety Survey. He explained that the 14-question survey was available to drivers from March 10 through April 7, 2026, and was distributed through multiple methods, including safety meeting announcements, posters with QR codes, and paper copies. He noted that the survey was anonymous, though drivers could choose to provide their names for follow-up questions. He also noted that the survey may be conducted again in 2027 to help track trends in responses over time.

#### **4d. Operations Update**

Mr. Pinotti provided an update on MATBUS operations. He reported that 66 of the system's 75 rosters currently had full-time drivers assigned. He noted that six rosters remain open due to an ongoing driver shortage, but added that three new full-time drivers were recently hired and were currently in training. He stated that the new drivers are expected to transition into revenue service within approximately one month.

#### **4e. Quarterly Ridership Update**

Mr. Grittner provided an update on quarterly ridership trends for MATBUS, including a route-by-route overview. He reported an 8.7 percent decrease in total system ridership compared to the first quarter of 2025, with Fargo/West Fargo/NDSU routes declining by 11.6 percent and Moorhead/Dilworth routes decreasing by 1.9 percent. He noted a slight 0.1 percent increase in paratransit ridership compared to 2025.

#### **5. Other Business**

Mr. Smith provided an update on the Greater Minnesota Transit Advisory Committee meeting held on March 12, 2026. He reported that much of the discussion focused on updates to the 2027 operating funding formula for urban and rural transit systems, as well as the funding target-setting process.

Mr. Smith reviewed several proposed 2027 Minnesota funding targets, including \$136 million in operating assistance, with up to an additional \$3 million for funding formula transition support; \$17.1 million for vehicle replacement, including \$4.4 million in federal discretionary funding; \$5 million for facilities; \$1 million for large capital projects; and \$1 million for technology improvements such as dispatch systems, video surveillance, ARMER radio systems, and fare collection projects.

Mr. Smith stated that next steps include the Office of Transit and Active Transportation (OTAT) finalizing funding targets and notifying transit providers, followed by the release of grant solicitations between May and August 2026.

Interim Chair Strand adjourned the meeting at 10:16 AM.



# Memorandum

**To:** MATBUS Coordination Committee  
**From:** Cole Swingen – Assistant Transit Director – Operations  
**Date:** May 20, 2026  
**RE:** *Resolution to Adopt Special Service Billing Methodology*

In very limited applications (see attachment), MATBUS is able to provide charter service or “special services” under the Federal Transit Administration’s Charter Service Regulations (49 CFR Part 604). Any charter services MATBUS provides are billed outside of regular monthly billings.

Prior to 2026, charter services were calculated as follows:

- Transdev-The time spent providing Charter Service per the Transdev monthly invoice will be directly charged to the appropriate agency.
- Fuel-MATBUS will determine the miles incurred providing the Charter Service and apply that months average fuel rate.

Beginning in 2026, MATBUS no longer contracts driver services through Transdev so a new billing calculation needs to be established. MATBUS staff propose the following:

**Budgeted Total Fixed Route Expenses/ Budgeted Total Fixed Route Revenue Hours = Charter Service Hourly Rate**

If this methodology is applied to the 2026 budget, the charter service hourly rate would be calculated as follows:

2026 Budget							
	Fargo	Moorhead	West Fargo	NDSU	Total	Budgeted Total Fixed Route Revenue Hours	Hourly Rate
Budgeted Total Fixed Route Expenses	\$ 6,853,289.38	\$ 4,187,589.28	\$319,449.94	\$818,224.67	\$ 12,178,553.27	98,922	\$ 123.11

**Requested Action:** Approve the proposed methodology for calculating special service (charter service) billing costs and allow MATBUS staff to use this methodology for all special service billings.

# Agenda Item 3a

## Charter Service Federal Regulations

FTA's Charter Service Regulations (49 CFR Part 604) were implemented to ensure that transit agencies, subsidized with federal money, **do not unfairly compete with privately owned bus companies.**

Under the charter rules, with limited exceptions, local transit agencies are restricted from operating chartered services.

**Definition:** Charter service means, but does not include demand response service to individuals:

- Transportation provided by a recipient at the request of a third party for the **exclusive use of a bus or van for a negotiated price.** The following features may be characteristic of charter service:
  - A third party pays the transit provider a negotiated price for the group;
  - Any fares charged to individual members of the group are collected by a third party;
  - The service is **not part of the transit provider's regularly scheduled service**, or is **offered for a limited period of time**; or
  - A third party determines the origin and destination of the trip as well as scheduling; or
- Transportation provided by a recipient to the public for events or functions that occur on an irregular basis or for a limited duration and:
  - A premium fare is charged that is greater than the usual or customary fixed route fare; or
  - The service is paid for in whole or in part by a third party.



# Agenda Item 3a

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# Memorandum



**To:** MATBUS Coordination Committee  
**From:** Jordan Smith, Assistant Transit Director – Fleet and Facilities  
**Date:** May 20<sup>th</sup>, 2026  
**RE:** *Capital Project Cost Allocation Plan Approval*

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## **Capital Cost Allocation Methodology**

Capital costs are allocated using a revenue-hour based methodology, unless otherwise noted for project-specific exceptions. Under this model, each entity's share of applicable capital costs is proportional to the revenue hours operated within each service category (Fixed Route, Paratransit, and system-wide services).

Revenue-hour based methodology will be calculated on a three-year rolling average of service levels, including the current budget year. This approach incorporates year-to-year service changes while avoiding abrupt cost shifts between participating entities. It ensures that capital cost responsibility evolves gradually with service growth or reduction, providing greater budget stability, predictability, and fairness for all partners.

This approach aligns capital responsibility with service consumption and reflects how the MATBUS system is actually operated across Fargo, Moorhead, West Fargo, Dilworth and NDSU.

## **Key Assumptions Used in the Allocation**

The following assumptions are used in the capital cost allocation and form the basis for the system splits:

- 1. Allocation Based on Revenue Hours**  
Capital projects that support ongoing transit operations are allocated based on each entity's share of total revenue hours. This includes system equipment, fleet technology, and similar assets that benefit multiple jurisdictions.
- 2. Fixed Route Projects Allocated by Fixed Route Service Only**  
Projects that support Fixed Route service exclusively (for example, bus purchases, fixed-route technology, or route-specific equipment) are allocated only across Fixed Route revenue hours and are not distributed to paratransit or other service types.
- 3. Paratransit Projects Allocated by Paratransit Service Only**  
Projects that support Paratransit service exclusively (for example, bus purchases, paratransit

technology or equipment) are allocated only across Paratransit revenue hours and are not distributed to Fixed Route or other service types.

4. **Building Improvements and Miscellaneous System Projects**

Facility improvements, support equipment, and other system-wide projects are treated as shared assets and allocated proportionally across the system, unless a project clearly serves only one city or one mode.

5. **Bus Shelter Local Share**

Bus shelter projects are treated differently from system assets. The local share for shelters is assigned to the city in which the shelter is physically located, rather than distributed across the regional system.

6. **Senior Ride Vans**

Senior Ride vehicles are considered Moorhead-only assets. As such, both the grant local share and any uncovered capital cost are assigned entirely to Moorhead.

7. **Effective Year of Allocation Method**

The revenue-hour capital allocation methodology is assumed to take effect with the 2027 capital program forward.

8. **Billing Method**

Capital costs will be billed to each participating entity as expenditures are incurred, rather than as lump-sum prepayments.

9. **Future Facility Projects (GTC and Other Major Assets)**

Large future facility projects, such as those associated with the Ground Transportation Center, may require separate policy direction and formal agreements between the entities. Final allocation methods for major shared facilities may be refined through additional discussion and formal approval.

**Requested Action: Approve the proposed capital cost allocation methodology and associated assumptions for implementation beginning with the 2027 MATBUS Capital Program.**

**MATBUS-AGENCY REVIEW**  
**BUDGET TO ACTUALS- MAY 2026**  
**OPERATING**

**Budget to Actuals**

OPERATING REVENUE:	Final Period 15			2026-April			2026-April YTD			2026 Budget
	2025 Budget	2025 Actual	Variance	April Budget	April Actual	Variance	April Budget	April Actual	Variance	
1 FTA Section 5307 & 5310 Funding:	\$3,938,256	\$4,896,005	\$957,749	\$264,488	\$0	-\$264,488	\$1,057,952	\$1,014	-\$1,056,938	\$3,173,887
2 ND State Aid	\$564,991	\$816,925	\$251,934	\$86,859	\$0	-\$86,859	\$347,436	\$0	-\$347,436	\$1,042,324
3 Fixed Route Fare Revenue	\$925,272	\$575,293	-\$349,979	\$70,706	\$54,067	-\$16,639	\$282,824	\$357,150	\$74,326	\$848,490
4 Advertising	\$100,000	\$84,128	-\$15,873	\$10,575	\$5,450	-\$5,125	\$42,300	\$18,900	-\$23,400	\$126,915
5 Paratransit Fare Revenue	\$206,750	\$189,272	-\$17,478	\$19,631	\$21,974	\$2,343	\$78,532	\$83,942	\$5,410	\$235,605
6 Moorhead Link FM	\$0	\$301	\$301	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7 Farebox Vending	\$7,098	\$5,626	-\$1,472	\$472	\$270	-\$202	\$1,888	\$1,570	-\$318	\$5,670
8 U Pass Revenue	\$175,000	\$156,618	-\$18,382	\$8,850	\$0	-\$8,850	\$35,400	\$94,164	\$58,764	\$106,205
9 Transit Fines	\$35,500	\$34,283	-\$1,217	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10 Insurance Proceeds	\$20,000	\$31,403	\$11,403	\$2,500	\$0	-\$2,500	\$10,000	\$25,651	\$15,651	\$30,000
11 Pcard Rebates	\$15,000	\$11,865	-\$3,135	\$1,250	\$8,797	\$7,547	\$5,000	\$8,797	\$3,797	\$15,000
12 Miscellaneous Revenue	\$2,550	\$6,671	\$4,121	\$583	\$2	-\$581	\$2,332	\$277	-\$2,055	\$7,000
13 Fargo Payments from Partners-Fixed Route	\$4,707,906	\$4,478,563	-\$229,344	\$370,943	\$310,855	-\$60,088	\$1,483,772	\$829,212	-\$654,560	\$4,451,316
14 Fargo Payments from Partners-Paratransit	\$860,670	\$782,444	-\$78,226	\$65,929	\$65,810	-\$119	\$263,708	\$159,399	-\$104,309	\$791,151
15 Fargo Payments from Partners-Microtransit	\$40,486	\$54,636	\$14,150	\$6,057	\$5,360	-\$697	\$24,228	\$19,606	-\$4,622	\$72,687
16 Fargo Local Share	\$3,748,323	\$3,748,323	\$0	\$360,751	\$360,751	\$0	\$1,443,004	\$1,443,005	\$1	\$4,329,016
<b>Total Revenue</b>	<b>\$15,347,803</b>	<b>\$15,872,355</b>	<b>\$524,552</b>	<b>\$1,269,594</b>	<b>\$833,337</b>	<b>-\$436,257</b>	<b>\$5,078,376</b>	<b>\$3,042,686</b>	<b>-\$2,035,690</b>	<b>\$15,235,266</b>
<b>OPERATING EXPENSES:</b>										
1 Administration	\$1,870,508	\$1,913,817	-\$43,309	\$177,399	\$179,315	-\$1,916	\$657,659	\$643,934	\$13,725	\$2,275,211
2 Fixed Route	\$8,562,047	\$8,073,628	-\$488,419	\$562,790	\$574,943	-\$12,153	\$2,098,058	\$1,951,280	\$146,778	\$7,184,807
3 Paratransit	\$1,834,227	\$2,024,064	-\$189,837	\$159,395	\$154,333	\$5,062	\$589,922	\$552,869	\$37,053	\$2,047,026
4 Microtransit	\$207,380	\$265,640	-\$58,260	\$2,093	\$2,470	-\$377	\$8,277	\$11,869	-\$3,592	\$25,388
5 Mobility Management	\$147,439	\$139,867	\$7,572	\$11,808	\$12,940	-\$1,132	\$43,326	\$43,095	\$231	\$152,743
6 Planning	\$95,615	\$78,412	\$17,202	\$6,995	\$9,803	-\$2,808	\$26,278	\$37,666	-\$11,388	\$88,725
7 Building Operating	\$211,559	\$189,945	\$21,614	\$19,850	\$9,969	\$9,881	\$79,400	\$81,964	-\$2,564	\$238,191
8 Building Preventative Maintenance	\$242,391	\$236,099	\$6,292	\$28,107	\$29,095	-\$988	\$109,899	\$106,821	\$3,078	\$344,558
9 Vehicle Operating	\$85,500	\$52,339	\$33,161	\$4,019	\$11,436	-\$7,417	\$16,076	\$14,948	\$1,128	\$48,235
10 Vehicle Preventative Maintenance	\$2,996,640	\$2,871,623	\$125,017	\$251,022	\$264,318	-\$13,296	\$957,613	\$880,327	\$77,286	\$2,843,170
<b>Total Expenses</b>	<b>\$16,253,305</b>	<b>\$15,845,435</b>	<b>\$407,871</b>	<b>\$1,223,478</b>	<b>\$1,248,620</b>	<b>-\$25,142</b>	<b>\$4,586,508</b>	<b>\$4,324,774</b>	<b>\$261,734</b>	<b>\$15,248,054</b>
<b>REVENUE-EXPENSES</b>	<b>-\$905,502</b>	<b>\$26,920</b>	<b>\$932,423</b>	<b>\$46,116</b>	<b>-\$415,283</b>	<b>-\$461,399</b>	<b>\$491,868</b>	<b>-\$1,282,088</b>	<b>-\$1,773,956</b>	<b>-\$12,788</b>
<b>PURCHASE OF SERVICE-APRIL</b>										
Fargo	\$5,655,254	\$5,603,387	\$51,867	\$360,972	\$406,280	-\$45,308	\$1,443,888.73	\$1,116,381	\$327,507	\$4,331,666
Moorhead	\$4,362,111	\$4,279,545	\$82,566	\$346,768	\$347,939	-\$1,171	\$1,387,072.53	\$1,077,564	\$309,508	\$4,161,218
West Fargo	\$387,787	\$340,139	\$47,648	\$37,619	\$37,213	\$406	\$150,476.91	\$120,890	\$29,587	\$451,431
NDSU	\$767,858	\$695,959	\$71,899	\$69,986	\$88,918	-\$18,932	\$279,943.33	\$283,831	-\$3,888	\$699,858

**Foot Notes:**

- Budget to Actuals will experience timing issues month to month
- Moorhead grant revenues not reflected above in FTA & State Aid

**Notes:**

**REVENUE**

**2026 YTD Comments**

Timing in State & Federal draws  
 One Month lag in Payments from Partners, expenses under budget

**EXPENSES**

**2026 YTD Comments**

**Driver wages & overtime**  
 Driver wage budgeted at \$26.88, actual wage \$28.05/hour, paratransit drivers wage at \$27.89/hour, over budget \$30k  
 Increased overtime \$226k over budget due to driver on-boarding and full University schedules  
 Diesel fuel under budget 36,000 YTD, Gasoline under budget \$19,000 YTD

**Offset by decreased healthcare costs (\$173k).**

Budgeted at COF average family healthcare election reduced the budget \$400,000

**Actuals healthcare election:**

- 48% single coverage
- 20% family coverage
- 5% parent/child
- 27% no insurance

	W/Suballocation	
Fargo 5307 Apportionment	\$3,015,275	\$2,171,706
Suballocated to Moorhead	\$843,569	
Moorhead Apportionment	\$870,550	\$1,714,119

Grant Status	Funding	Available to Draw	Status
<b>North Dakota-Operating</b>			
Operating FY25	\$4,891,221	\$32,944	Planning remains
ND State Aid	\$1,467,658	\$946,147	Drawn Qtrly, will draw May 2026

Minnesota-Operating	Funding	Available to Draw	Status
FY22 & FY23 Operating	\$2,226,274	\$2,226,274	
FY20 & FY21 Operating	\$694,000	\$381,661	
CARES Operating	\$2,503,844	\$1,009,743	
ARP Operating	\$992,279	\$430,495	
FY 2026 MNDOT Fixed	\$3,142,265	\$2,356,699	MNDOT Funding Received Quarterly
FY 2026 MNDOT Para	\$573,495	\$430,121	MNDOT Funding Received Quarterly

North Dakota Capital	Funding	Available to Draw	Status
Sub-Allocated ND FY23 5339	\$2,739,100	\$2,657,184	4 Buses, Para Expansion
FH18 FHWA STBG & FY22 CRP	\$1,792,000	\$256,861	1 Para Replacement
FY20, FY21 & FY22 5339	\$456,672	\$243,699	MTG Improvements
NDDOT Contract	\$800,000	\$16,000	GTC Deck Overlay, Retainage left
NDDOT Contract	\$1,113,500	\$27,437	Residual funds for 2 bus contract

Minnesota Capital	Funding	Available to Draw	Status
FY19 5307 FY22 STBG	\$142,294	\$8,926	Shelters
FY20 & FY22 5339 Capital	\$661,634	\$238,292	Capital: MTG Imp., Vehicles
FY21 & FY22 5307 Capital	\$233,250	\$170,078	Capital: vehicles, shelters, fare media
MNDOT Contract Pending	\$100,000	\$100,000	2 Senior Vans
MNDOT Misc. Projects	\$183,600	\$183,600	2 Bus Shelters, Collision Avoidance

Large UZA	Funding	Available to Draw	Status
Enhanced Mobility -5310-2024	\$234,876	\$234,876	Grant application awaiting TIP amendment
Enhanced Mobility -5310-2025*	\$170,040	\$170,040	Funds committed to Moorhead Para & Shelters
Enhanced Mobility -5310-2025	\$76,052	\$76,052	Not in Grant, lapse 9-2027
FY24-5339 Capital*	\$334,470	\$334,470	Not in Grant, lapse 9-2027
FY24-5339 Capital*	\$332,487	\$332,487	Not in Grant, lapse 9-2028

Fargo- Not in Grant	Funding	Available to Draw	Status
FY22 FHWA CR Flexed	\$208,000	\$208,000	Not in Grant, lapse 9-2027
NDDOT Sub-allocation	\$137,000	\$137,000	Not in Grant, lapse 9-2027

\* Includes Moorhead swap money projects.

## April 2026 Operational Data Budget to Actuals

### Ridership

Agency/Service	Budgeted	Actual	Variance
Fargo - Fixed Route	48,882	49,089	0.4%
Moorhead & Dilworth - Fixed Route	32,831	35,577	8.4%
West Fargo - Fixed Route	912	1,063	16.6%
NDSU - Fixed Route	27,789	19,021	-31.6%
Fargo - Paratransit	3,774	3,879	2.8%
Moorhead & Dilworth - Paratransit	902	1,089	20.8%
West Fargo - Paratransit	866	829	-4.3%
NDSU - Microtransit	533	435	-18.4%

### Revenue Hours

Agency/Service	Budgeted	Actual	Variance
Fargo - Fixed Route	4,652.89	4,675.14	0.5%
Moorhead & Dilworth - Fixed Route	2,808.92	2,859.00	1.8%
West Fargo - Fixed Route	206.11	270.82	31.4%
NDSU - Fixed Route	767.44	856.00	11.5%
Fargo - Paratransit	1,576.92	1,662.00	5.4%
Moorhead & Dilworth - Paratransit	445.83	517.00	16.0%
West Fargo - Paratransit	405.42	419.00	3.4%
NDSU - Microtransit	62.67	70.00	11.7%

### Revenue Miles

Agency/Service	Budgeted	Actual	Variance
Fargo - Fixed Route	61,141.31	56,040.70	-8.3%
Moorhead & Dilworth - Fixed Route	39,059.08	38,273.00	-2.0%
West Fargo - Fixed Route	3,386.02	3,199.66	-5.5%
NDSU - Fixed Route	9,129.78	10,458.91	14.6%
Fargo - Paratransit	20,556.67	21,939.00	6.7%
Moorhead & Dilworth - Paratransit	6,635.50	7,273.00	9.6%
West Fargo - Paratransit	5,667.58	5,652.00	-0.3%
NDSU - Microtransit	755.56	614.00	-18.7%

# Memorandum

**To:** MATBUS Coordination Committee  
**From:** Cole Swingen, Assistant Transit Director - Operations  
**Date:** May 20, 2026  
**RE:** *Safety and Security Update*



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Since the previous MATBUS Coordination Committee meeting on April 15, MATBUS staff have taken a number of steps to help address the concerns that were shown in the results of the Driver Safety Survey that was presented at that meeting. These include:

- **Distributing a safety focused driver memo (see attached).**
  - This memo was provided to drivers to ensure that everyone is on the same page when handling fare enforcement, providing transfers, and what to do if a passenger is causing a disturbance on a bus. The policies in this memo were developed to minimize potential confrontations between Bus Operators and passengers.
- **Providing training on what to do if someone claims to have/has a weapon.**
  - MATBUS staff worked with City of Fargo Training & Development Coordinator, and former police officer, Mike Mitchell, to provide this training. Recently a Bus Operator was threatened by an individual who claimed to have a gun (See below), so Mike reviewed the footage of the incident and walked other Bus Operators through what they can do if a similar situation happens to them.
- **Beginning the process of bringing legislation forward to change North Dakota Century Code 12.1-17-01 Simple assault to make an assault on a public transit employee a class C felony.**
  - MATBUS staff have begun discussions with Attorney at Law, Terry Effertz, on finding a legislator to sponsor the bill.
- **Proposing additional security service hours in the 2027 budget.**
  - The proposed operating budget includes an additional 23 hours of security services each week at the Ground Transportation Center. This will ensure that there is a security guard present during all hours of operation.

## Security Incident Highlights

### 4/6/2026

Driver reported two passengers on his bus fighting. One individual punched the other in his eye, injuring it with visible redness and swelling. Dispatch called police and the victim made a report. The other individual, described as a Native American male, fled the scene.

### 4/11/2026

While at the mall bus hub [REDACTED] had a passenger enter the bus, threaten to beat the driver and spit on him. PD was called and a road supervisor went to the incident([REDACTED]). ~ [REDACTED] at 09:20 [REDACTED] [REDACTED] called dispatch to report that a Male, Native, had Spit on him. I headed to the scene while dispatch called PD. When I arrived, the Male had already made his way into West Acers Mall. [REDACTED] had reported that the Male, about 50 years old, got put on his bus by the security guard at Sandford Hospital. [REDACTED] Reported, At the arrival at West Acers Mall the male wanted to go downtown and asked for a transfer. [REDACTED] Reported that he told the passenger "You must request the transfer at the time you pay for your ride," The male did not like that and spit on the driver, called him names and threatened to slap the driver.

### 4/15/2026

A teenager lit a stink bomb on the bus and tossed it behind then as they got off the bus. A passenger near it tossed it up to the front of the bus and another passenger kicked it off the bus, just before it went off.

### 4/17/2026

**Dispatcher Report:** [REDACTED] radioed dispatch at 8:33pm but told me to disregard. Mall security called dispatch a minute later wanting to know if we wanted an individual, [REDACTED], trespassed who was intoxicated and threatening driver [REDACTED] at West Acres. I said yes. Mall security then called dispatch to ask if we wanted him trespassed. I said yes because he was verbally assaulting a driver. I radioed driver, [REDACTED], to get the individuals location for the police but he did not answer the radio. Driver [REDACTED], was approaching West Acres at that time and I radioed [REDACTED] for a visual. I radioed the drivers to inform he would be trespassed. I called RRRD to report the situation even though they were already called. [REDACTED] began an ongoing account on the radio of the individual's behavior (customer care view)(8:42pm)(8:46pm)(8:47:43)(8:48pm). Since I was already on the phone with RRRD, I relayed the new information to them. RRRD assured me the police were on their way. I informed the drivers again the police were on their way and he would be trespassed. Mall security also radioed the police were on their way. Once [REDACTED] was trespassed, I let all the drivers know (9:19pm).

**Signal Security Report:** On 04/17/2026 at approximately 2000 hours, I, Security Officer [REDACTED], received a radio transmission from the driver of Route 15 reporting an intoxicated and belligerent passenger who had threatened harm toward the driver and other passengers. I responded to the reported location and observed a male subject later identified as [REDACTED] yelling at the bus driver while exiting MATBUS property. Mall security was immediately notified and instructed to monitor the subject via surveillance cameras. The Fargo Police Department was contacted to respond to the scene. It was subsequently confirmed that the subject had been formally trespassed from MATBUS property. A related report number, 26-25956, was provided by initiating Officer [REDACTED], badge # [REDACTED], Fargo Police Department. At approximately 2049 hours, while providing updated subject information to

## Item 4b

dispatch, I was directed to respond to another report of an intoxicated and belligerent individual in the area. Upon arrival, I determined the individual to be the same subject previously identified and trespassed. 911 was immediately contacted. I maintained visual observation of the subject from a safe distance while mall security was again notified. As the bus arrived, the subject attempted to board the vehicle and continued verbally harassing the bus driver. I intervened and escorted the subject off the bus while remaining on the line with 911 dispatch. After the bus doors closed and the bus departed, the subject struck the bus doors repeatedly. The subject then stated, "I'm going to kill you," and advanced toward me in a hostile manner. Multiple verbal commands were issued directing the subject to back away; however, the subject continued to advance. The subject then ran toward the mall entrance in an attempt to gain access, but was prevented from entering by mall security personnel. Fargo Police Department arrived on scene shortly thereafter and took the subject into custody without further incident. Three additional Fargo Police officers assisted in the arrest. The subject was transported to the police station. Normal operations resumed following the incident. Arrested was made individual was trespassed from mall property and MATBUS property"

### 4/20/2026

Driver picked up a minor on 42nd who said he was lost. Dispatch called RRRD to report the lost child. The driver held at Essentia and waited for police to arrive and they took him.

### 4/21/2026

Security requested the departure of four intoxicated individuals from the GTC due to disruptive behavior. During the interaction, a dispute was observed involving an alleged theft of a birth certificate and a subsequent demand for money.

Two of the individuals relocated to the bus platform, where one was unable to remain upright due to extreme intoxication. Police arrived on the scene and began questioning two of the subjects near the underground vents in the south lot. Security escorted the severely intoxicated individual to the officers' location to join the others.

During the contact, an officer forcibly took one subject to the ground and placed him under apprehension. Additional units arrived shortly thereafter, and the individuals were taken into custody and removed from the property.

### 4/24/2026

Dispatch was alerted on the radio that driver [REDACTED] was being threatened with a gun. His location was Barry Hall on 2nd Ave N and 10th St N.. RRRD was called at 5:43pm and police arrived at 5:47pm. The suspect was apprehended and immediately arrested and trespassed. [REDACTED] was the responding officer in charge. Road supervisor's [REDACTED] and [REDACTED] went to the scene and arrived shortly before police.

### 4/24/2026

Police called dispatch to report a non verbal adult, [REDACTED], who likes riding the buses and boarded route 20, missing. He arrived at the GTC attempting to board route 18 at 8:45pm and was identified by [REDACTED]. Dispatch notified the police, who arrived at 8:54. Employees and police visited with him in the lobby until his parents arrived at 9:03pm.

## Monthly Summary

### **February 2026**

- Public Intoxication – **3** Incidents
- Verbal Altercation – **3** Incidents
- Fargo PD Request – **1** Incident
- Physical Altercation – **1** Incident
- Trespass/Passenger Removal – **2** Incidents

### **March 2026**

- Public Intoxication – **7** Incidents
- Verbal Altercation – **4** Incidents
- Physical Altercation – **2** Incident
- Trespass/Passenger Removal – **2** Incidents
- Injury – **1** Incident

### **April 2026**

- Public Intoxication – **12** Incidents
- Verbal Altercation – **7** Incidents
- Physical Altercation – **5** Incident
- Trespass/Passenger Removal – **4** Incidents
- Theft – **1** Incident
- Vandalism – **1** Incident
- Drug Paraphernalia – **2** Incidents

# Memorandum

**To:** All Bus Operators

**From:** MATBUS Admin

**Date:** May 12, 2026

**RE: Safety Protocols for Fare Collection and Onboard Incidents**



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The safety of all Transit Department staff remains our highest priority. This memo is intended to reinforce established procedures regarding fare collection, passenger interactions, and the handling of on-board incidents so that all staff can respond to these situations in a safe, consistent and unified manner. Staff are expected to prioritize personal safety, maintain professionalism during passenger interactions, and follow established reporting and response procedures.

## **What to do when a passenger doesn't have/refuses to pay their fare:**

- Ask the passenger if they have their fare.
- If they do not have fare/refuse to provide it, ask them to take a seat and let them know that they will need to provide a fare the next time that they ride. Please do not notify dispatch at the time of the incident as it may cause a confrontation with the passenger.
- If you notice that a particular passenger is continually not paying their fare, please fill out a feedback form with the route, the stop location and a brief description of the passenger so that staff can investigate. Passengers may not always be able to be identified by staff or local law enforcement but if they are identified, they can be trespassed from MATBUS services.

This procedure is applicable to passengers who don't have/refuse to pay cash fare and passengers who have MATBUS Connect cards that don't work or are badlisted.

If a passenger has a complaint about this policy, please refer them to the MATBUS Administrative Office.

Always remember, your safety is more important than collecting a fare.

## **What to do when a passenger requests a transfer ticket when they're exiting your bus:**

- Inform the passenger that MATBUS policy requires passengers to request a transfer ticket when boarding, remind them to do so on future rides and provide them a transfer ticket.

## **What to do when a passenger causes a disturbance on your bus:**

- **Prioritize Safety and Remain Calm**
  - Maintain a calm and professional demeanor.
  - Do not engage in arguments or escalate the situation.
  - Keep attention on safely operating the vehicle.
- **Attempt to De-escalate**
  - If safe to do so, verbally address the situation/passenger(s) in a calm and respectful tone.
  - Encourage the passenger to stop the disruptive behavior.
  - Avoid physical contact or actions that could increase tension.
- **Provide a Clear Warning**
  - Inform the passenger that if they continue the disruptive behavior, they may be asked to leave the bus at the next safe stop.
  - Be clear, direct, and non-confrontational.
- **Notify Dispatch if the Situation Continues**
  - If the passenger does not comply or the situation escalates, contact Dispatch as soon as it's safe to do so. Also open both sets of doors on the bus to allow other passengers to exit.
  - Provide details including:
    - Location
    - Description of the passenger (if possible)
    - Nature of the disturbance
    - Any immediate safety concerns
  - If you do not feel safe contacting Dispatch over the radio, the "covert alarm" may be used instead. This alarm is located below the seat cushion of the driver seat on the left side panel. – **This is available on Fixed Route buses only.**
    - This covert alarm will notify Dispatch with your bus number and location. It will also change your headsign to display "Call 911".

If you feel that you are in danger by staying on your bus, leave the bus and get to a safe location as soon as it's safe to do so.

- **Dispatch will Contact Authorities**

- Dispatch will evaluate the situation and contact law enforcement. Dispatch will confirm when law enforcement is on their way.
- Operators should follow Dispatch instructions and await further direction.

- **Document the Incident**

- All incidents must be documented on a feedback form before the end of your shift.
- Include as much detail as possible including the time, location, description of events, actions taken, and any communication with Dispatch or law enforcement.

Expense						Fargo			Moorhead & Dilworth			West Fargo			NDSU			System Total									
Account Description	GL Number	Account Total	New Dept	New Service Type	Cost Split	Fixed Route		Paratransit		Microtransit		Fixed Route		Paratransit		Microtransit		System Total									
						Percent	Amount	Percent	Amount	Percent	Amount	Percent	Amount	Percent	Amount	Percent	Amount	Percent	Amount								
<b>Admin-2560</b>																											
Full Time Staff	551-2560-4911-11-00	1,661,905.38	Admin	All Services	Revenue Hours	38.49%	639,636.66	13.83%	229,763.41	0.00%	-	23.98%	398,576.28	4.05%	67,253.36	8.63%	143,478.54	2.26%	37,636.99	3.33%	55,268.01	5.01%	83,263.82	0.42%	7,028.31	100.00%	1,661,905.38
Temporary/Seasonal	551-2560-4911-14-00	8,715.00	Admin	All Services	Revenue Hours	38.49%	3,354.24	13.83%	1,204.87	0.00%	-	23.98%	2,090.13	4.05%	352.68	8.63%	752.40	2.26%	197.37	3.33%	289.82	5.01%	436.63	0.42%	36.86	100.00%	8,715.00
Health Insurance	551-2560-4911-20-01	267,685.20	Admin	All Services	Revenue Hours	38.49%	103,027.09	13.83%	37,008.28	0.00%	-	23.98%	64,992.19	4.05%	10,832.58	8.63%	23,110.27	2.26%	6,062.24	3.33%	8,902.09	5.01%	13,411.61	0.42%	1,132.06	100.00%	267,685.20
Dental Insurance	551-2560-4911-20-03	11,385.00	Admin	All Services	Revenue Hours	38.49%	4,381.88	13.83%	1,574.01	0.00%	-	23.98%	2,730.47	4.05%	460.72	8.63%	982.91	2.26%	257.83	3.33%	378.62	5.01%	570.40	0.42%	48.15	100.00%	11,385.00
Long Term Disability	551-2560-4911-20-04	3,340.00	Admin	All Services	Revenue Hours	38.49%	1,285.50	13.83%	461.77	0.00%	-	23.98%	801.04	4.05%	135.16	8.63%	288.35	2.26%	75.64	3.33%	117.07	5.01%	167.34	0.42%	14.13	100.00%	3,340.00
Auto Allowance	551-2560-4911-20-05	900.00	Admin	All Services	Revenue Hours	38.49%	346.39	13.83%	124.43	0.00%	-	23.98%	215.85	4.05%	36.42	8.63%	77.70	2.26%	20.38	3.33%	29.93	5.01%	45.09	0.42%	3.81	100.00%	900.00
FICA 6.2%	551-2560-4911-21-01	92,084.00	Admin	All Services	Revenue Hours	38.49%	35,441.43	13.83%	12,730.89	0.00%	-	23.98%	22,084.59	4.05%	3,726.42	8.63%	7,949.96	2.26%	2,085.42	3.33%	3,062.33	5.01%	4,613.54	0.42%	389.43	100.00%	92,084.00
Medicare 1.45%	551-2560-4911-21-02	21,536.00	Admin	All Services	Revenue Hours	38.49%	8,288.81	13.83%	2,977.42	0.00%	-	23.98%	5,165.00	4.05%	871.51	8.63%	1,859.28	2.26%	487.72	3.33%	716.20	5.01%	1,078.98	0.42%	91.08	100.00%	21,536.00
NDPERS Pension 5.26%	551-2560-4911-22-04	82,395.00	Admin	All Services	Revenue Hours	38.49%	31,712.31	13.83%	11,391.36	0.00%	-	23.98%	19,760.87	4.05%	3,334.33	8.63%	7,113.47	2.26%	1,865.99	3.33%	2,740.11	5.01%	4,128.11	0.42%	348.45	100.00%	82,395.00
NDPERS/City Pension .88%	551-2560-4911-22-05	3,358.00	Admin	All Services	Revenue Hours	38.49%	1,292.43	13.83%	464.25	0.00%	-	23.98%	805.35	4.05%	135.89	8.63%	289.91	2.26%	76.05	3.33%	111.67	5.01%	168.24	0.42%	14.20	100.00%	3,358.00
NDPERS DC Required Contribution	551-2560-4911-22-10	33,639.00	Admin	All Services	Revenue Hours	38.49%	12,947.03	13.83%	4,650.69	0.00%	-	23.98%	8,067.67	4.05%	1,361.29	8.63%	2,904.18	2.26%	761.82	3.33%	1,118.69	5.01%	1,685.36	0.42%	142.26	100.00%	33,639.00
NDPERS DC Add'l Contribution	551-2560-4911-22-11	9,871.00	Admin	All Services	Revenue Hours	38.49%	3,799.17	13.83%	1,364.70	0.00%	-	23.98%	2,367.37	4.05%	399.46	8.63%	852.20	2.26%	223.55	3.33%	328.27	5.01%	494.55	0.42%	41.75	100.00%	9,871.00
Workers Compensation	551-2560-4911-25-00	-	Admin	All Services	Revenue Hours	38.49%	-	13.83%	-	0.00%	-	23.98%	-	4.05%	-	8.63%	-	2.26%	-	3.33%	-	5.01%	-	0.42%	-	100.00%	-
Overhead Cost Allocation	551-2560-4911-33-03	60,288.00	Admin	All Services	Revenue Hours	38.49%	23,203.74	13.83%	8,335.00	0.00%	-	23.98%	14,458.93	4.05%	2,439.71	8.63%	5,204.89	2.26%	1,365.34	3.33%	2,004.93	5.01%	3,020.51	0.42%	254.96	100.00%	60,288.00
Other Services Temp Personnel	551-2560-4911-33-71	-	Admin	All Services	Revenue Hours	38.49%	-	13.83%	-	0.00%	-	23.98%	-	4.05%	-	8.63%	-	2.26%	-	3.33%	-	5.01%	-	0.42%	-	100.00%	-
Security Services	551-2560-4911-33-80	190,000.00	Admin	All Services	Revenue Hours	38.49%	73,127.49	13.83%	26,268.07	0.00%	-	23.98%	45,567.87	4.05%	7,688.85	8.63%	16,403.41	2.26%	4,302.91	3.33%	6,318.60	5.01%	9,519.27	0.42%	803.52	100.00%	190,000.00
Bus Driver Services	551-2560-4911-33-86	-	Admin	All Services	Revenue Hours	38.49%	-	13.83%	-	0.00%	-	23.98%	-	4.05%	-	8.63%	-	2.26%	-	3.33%	-	5.01%	-	0.42%	-	100.00%	-
Computer Services	551-2560-4911-34-15	6,200.00	Admin	All Services	Revenue Hours	38.49%	2,386.27	13.83%	857.17	0.00%	-	23.98%	1,486.95	4.05%	250.90	8.63%	535.27	2.26%	140.41	3.33%	206.19	5.01%	310.63	0.42%	26.22	100.00%	6,200.00
Marketing/Publi Relat.	551-2560-4911-34-20	-	Admin	All Services	Revenue Hours	38.49%	-	13.83%	-	0.00%	-	23.98%	-	4.05%	-	8.63%	-	2.26%	-	3.33%	-	5.01%	-	0.42%	-	100.00%	-
Credit Card Fees	551-2560-4911-34-36	11,500.00	Admin	All Services	Revenue Hours	38.49%	4,426.14	13.83%	1,589.91	0.00%	-	23.98%	2,758.06	4.05%	465.38	8.63%	992.84	2.26%	260.44	3.33%	382.44	5.01%	576.17	0.42%	48.63	100.00%	11,500.00
Computer Equipment Repair	551-2560-4911-43-21	1,000.00	Admin	All Services	Revenue Hours	38.49%	384.88	13.83%	138.25	0.00%	-	23.98%	239.83	4.05%	40.47	8.63%	86.33	2.26%	22.65	3.33%	33.26	5.01%	50.10	0.42%	4.23	100.00%	1,000.00
Maintenance Service Cont.	551-2560-4911-43-50	5,000.00	Admin	All Services	Revenue Hours	38.49%	1,924.41	13.83%	691.27	0.00%	-	23.98%	1,199.15	4.05%	202.34	8.63%	431.67	2.26%	113.23	3.33%	166.28	5.01%	250.51	0.42%	21.15	100.00%	5,000.00
General Liability	551-2560-4911-52-30	22,307.00	Admin	All Services	Revenue Hours	38.49%	8,585.55	13.83%	3,084.01	0.00%	-	23.98%	5,349.91	4.05%	902.71	8.63%	1,925.85	2.26%	505.18	3.33%	741.84	5.01%	1,117.61	0.42%	94.34	100.00%	22,307.00
Cellular Phone Service	551-2560-4911-53-20	4,990.00	Admin	All Services	Revenue Hours	38.49%	1,920.56	13.83%	689.88	0.00%	-	23.98%	1,196.76	4.05%	201.93	8.63%	430.81	2.26%	113.01	3.33%	165.95	5.01%	250.01	0.42%	21.10	100.00%	4,990.00
Radio Systems	551-2560-4911-53-30	5,000.00	Admin	All Services	Revenue Hours	38.49%	1,924.41	13.83%	691.27	0.00%	-	23.98%	1,199.15	4.05%	202.34	8.63%	431.67	2.26%	113.23	3.33%	166.28	5.01%	250.51	0.42%	21.15	100.00%	5,000.00
Other Communications	551-2560-4911-53-60	1,600.00	Admin	All Services	Revenue Hours	38.49%	615.81	13.83%	221.20	0.00%	-	23.98%	383.73	4.05%	64.75	8.63%	138.13	2.26%	36.24	3.33%	52.21	5.01%	80.16	0.42%	6.77	100.00%	1,600.00
Legal Publications	551-2560-4911-54-10	1,450.00	Admin	All Services	Revenue Hours	38.49%	558.08	13.83%	200.47	0.00%	-	23.98%	347.75	4.05%	58.68	8.63%	125.18	2.26%	32.84	3.33%	48.22	5.01%	72.65	0.42%	6.13	100.00%	1,450.00
Custom Printed Forms	551-2560-4911-55-10	14,000.00	Admin	All Services	Revenue Hours	38.49%	5,388.34	13.83%	1,935.54	0.00%	-	23.98%	3,357.63	4.05%	565.55	8.63%	1,208.67	2.26%	317.06	3.33%	465.58	5.01%	701.42	0.42%	59.21	100.00%	14,000.00
In State Travel Expenses	551-2560-4911-56-60	1,100.00	Admin	All Services	Revenue Hours	38.49%	423.37	13.83%	152.08	0.00%	-	23.98%	268.81	4.05%	44.51	8.63%	94.97	2.26%	24.91	3.33%	36.58	5.01%	55.11	0.42%	4.65	100.00%	1,100.00
Out of State Travel Exp	551-2560-4911-57-60	17,617.00	Admin	All Services	Revenue Hours	38.49%	6,780.46	13.83%	2,435.60	0.00%	-	23.98%	4,225.10	4.05%	712.92	8.63%	1,520.94	2.26%	398.97	3.33%	585.87	5.01%	882.64	0.42%	74.50	100.00%	17,617.00
Dues & Membership Instate	551-2560-4911-59-10	2,500.00	Admin	All Services	Revenue Hours	38.49%	962.20	13.83%	345.63	0.00%	-	23.98%	599.58	4.05%	101.17	8.63%	215.83	2.26%	56.62	3.33%	83.14	5.01%	125.25	0.42%	10.57	100.00%	2,500.00
Dues & Membership Outstate	551-2560-4911-59-11	6,500.00	Admin	All Services	Revenue Hours	38.49%	2,501.73	13.83%	898.64	0.00%	-	23.98%	1,558.90	4.05%	263.04	8.63%	561.17	2.26%	147.20	3.33%	216.16	5.01%	325.66	0.42%	27.49	100.00%	6,500.00
Seminar & Conf. Instate	551-2560-4911-59-20	5,250.00	Admin	All Services	Revenue Hours	38.49%	2,020.63	13.83%	725.83	0.00%	-	23.98%	1,259.11	4.05%	212.46	8.63%	453.25	2.26%	118.90	3.33%	174.59	5.01%	263.03	0.42%	22.20	100.00%	5,250.00
Seminar & Conf. Outstate	551-2560-4911-59-21	4,000.00	Admin	All Services	Revenue Hours	38.49%	1,539.53	13.83%	553.01	0.00%	-	23.98%	959.32	4.05%	161.87	8.63%	345.34	2.26%	90.59	3.33%	133.02	5.01%	200.41	0.42%	16.92	100.00%	4,000.00
Office Supplies	551-2560-4911-61-10	36,600.00	Admin	All Services	Revenue Hours	38.49%	14,086.66	13.83%	5,060.06	0.00%	-	23.98%	8,777.81	4.05%	1,481.12	8.63%	3,159.82	2.26%	828.88	3.33%	1,217.16	5.01%	1,833.71	0.42%	154.78	100.00%	36,600.00
Postage	551-2560-4911-61-50	2,350.00	Admin	All Services	Revenue Hours	38.49%	904.47	13.83%	324.89	0.00%	-	23.98%	563.60	4.05%	95.10	8.63%	202.88	2.26%	53.22	3.33%	78.15	5.01%	117.74	0.42%	9.94	100.00%	2,350.00
Miscellaneous	551-2560-4911-68-10	2,440.00	Admin	All Services	Revenue Hours	38.49%	939.11	13.83%	337.34	0.00%	-	23.98%	585.19	4.05%	98.74	8.63%	210.65	2.26%	55.26	3.33%	81.14	5.01%	122.25	0.42%	10.32	100.00%	2,440.00
Safety Compliance	551-2560-4911-68-50	2,600.00	Admin	All Services	Revenue Hours	38.49%	1,000.69																				

Medicare 1.45%	551-2564-491-21-02	1,061.00	Planning	All Services	Revenue Hours	38.49%	408.36	13.83%	146.69	0.00%	-	23.98%	254.46	4.05%	42.94	8.63%	91.60	2.26%	24.03	3.33%	35.28	5.01%	53.16	0.42%	4.49	100.00%	1,061.00	
NDPERS Pension 5.26%	551-2564-491-22-04	8,328.00	Planning	All Services	Revenue Hours	38.49%	3,205.29	13.83%	1,151.37	0.00%	-	23.98%	1,997.31	4.05%	337.01	8.63%	718.99	2.26%	188.60	3.33%	276.95	5.01%	417.24	0.42%	35.22	100.00%	8,328.00	
Overhead Cost Allocation	551-2564-491-33-03	2,351.00	Planning	All Services	Revenue Hours	38.49%	904.86	13.83%	325.03	0.00%	-	23.98%	563.84	4.05%	95.14	8.63%	202.97	2.26%	53.24	3.33%	78.18	5.01%	117.79	0.42%	9.94	100.00%	2,351.00	
Planning Services	551-2564-491-33-15	24,100.00	Planning	All Services	Revenue Hours	38.49%	9,275.64	13.83%	3,331.90	0.00%	-	23.98%	5,779.92	4.05%	975.27	8.63%	2,080.64	2.26%	545.79	3.33%	801.46	5.01%	1,207.44	0.42%	101.92	100.00%	24,100.00	
<b>Planning Total</b>		<b>157,681.26</b>					<b>60,688.60</b>		<b>21,799.91</b>		-		<b>37,816.84</b>			<b>6,380.99</b>		<b>13,613.22</b>		<b>3,570.99</b>		<b>5,343.82</b>		<b>7,900.06</b>		<b>666.84</b>	<b>157,681.26</b>	
<b>Vehicle Preventative Maintenance-2565</b>																												
Full Time Staff	551-2565-491-11-00	1,164,049.20	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	551,806.54	5.25%	61,119.06	0.00%	-	34.39%	400,291.89	1.71%	19,875.43	0.71%	8,240.58	2.79%	32,484.01	1.34%	15,566.10	6.36%	74,068.20	0.05%	597.39	100.00%	1,164,049.20	
Full Time - Overtime	551-2565-491-11-01	4,888.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	2,317.11	5.25%	256.65	0.00%	-	34.39%	1,680.88	1.71%	83.46	0.71%	34.60	2.79%	136.40	1.34%	65.36	6.36%	311.02	0.05%	2.51	100.00%	4,888.00	
Full Time Banked Sick	551-2565-491-11-02	1,608.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	762.26	5.25%	84.43	0.00%	-	34.39%	552.96	1.71%	27.46	0.71%	11.48	2.79%	44.87	1.34%	21.50	6.36%	102.32	0.05%	0.83	100.00%	1,608.00	
Part Time with Benefits	551-2565-491-13-00	45,825.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	21,723.38	5.25%	2,406.12	0.00%	-	34.39%	15,758.59	1.71%	782.45	0.71%	324.41	2.79%	1,278.82	1.34%	612.80	6.36%	2,915.90	0.05%	23.52	100.00%	45,825.00	
Temporary/Seasonal	551-2565-491-14-00	19,968.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	9,465.64	5.25%	1,048.43	0.00%	-	34.39%	6,866.57	1.71%	340.94	0.71%	141.36	2.79%	557.23	1.34%	267.02	6.36%	1,270.56	0.05%	10.25	100.00%	19,968.00	
Health Insurance	551-2565-491-20-01	338,026.70	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	160,238.37	5.25%	17,748.28	0.00%	-	34.39%	116,240.23	1.71%	5,771.60	0.71%	2,352.97	2.79%	9,432.99	1.34%	4,520.22	6.36%	21,508.56	0.05%	173.47	100.00%	338,026.70	
Dental Insurance	551-2565-491-20-03	10,322.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	4,893.05	5.25%	541.96	0.00%	-	34.39%	3,549.52	1.71%	176.24	0.71%	73.07	2.79%	288.05	1.34%	138.03	6.36%	656.79	0.05%	5.30	100.00%	10,322.00	
Long Term Disability	551-2565-491-20-04	2,859.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	1,355.28	5.25%	150.11	0.00%	-	34.39%	983.15	1.71%	48.82	0.71%	20.24	2.79%	79.78	1.34%	38.23	6.36%	181.92	0.05%	1.47	100.00%	2,859.00	
Auto Allowance	551-2565-491-20-05	-	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	-	5.25%	-	0.00%	-	34.39%	-	1.71%	-	0.71%	-	2.79%	-	1.34%	-	6.36%	-	0.05%	-	100.00%	-	
FICA 4.2%	551-2565-491-21-01	80,519.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	38,169.27	5.25%	4,227.70	0.00%	-	34.39%	27,688.78	1.71%	1,374.81	0.71%	570.01	2.79%	2,246.97	1.34%	1,076.73	6.36%	5,123.41	0.05%	41.32	100.00%	80,519.00	
Medicare 1.45%	551-2565-491-21-02	18,831.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	8,926.66	5.25%	988.73	0.00%	-	34.39%	6,475.58	1.71%	321.53	0.71%	133.31	2.79%	525.50	1.34%	251.82	6.36%	1,198.21	0.05%	9.66	100.00%	18,831.00	
City Pension	551-2565-491-22-01	5,157.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	2,444.63	5.25%	270.77	0.00%	-	34.39%	1,773.38	1.71%	88.05	0.71%	36.51	2.79%	143.91	1.34%	68.96	6.36%	328.14	0.05%	2.65	100.00%	5,157.00	
NDPERS Pension 5.26%	551-2565-491-22-04	107,123.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	50,780.65	5.25%	5,624.55	0.00%	-	34.39%	36,837.33	1.71%	1,829.06	0.71%	758.35	2.79%	2,989.38	1.34%	1,432.49	6.36%	6,816.21	0.05%	54.98	100.00%	107,123.00	
NDPERS/City Pension .88%	551-2565-491-22-05	1,623.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	769.37	5.25%	85.22	0.00%	-	34.39%	558.12	1.71%	27.71	0.71%	11.49	2.79%	45.29	1.34%	21.70	6.36%	103.27	0.05%	0.83	100.00%	1,623.00	
NDPERS Required Contribution	551-2565-491-22-10	8,100.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	3,839.73	5.25%	425.30	0.00%	-	34.39%	2,785.42	1.71%	138.30	0.71%	57.34	2.79%	226.04	1.34%	108.32	6.36%	515.40	0.05%	4.16	100.00%	8,100.00	
Overhead Cost Allocation	551-2565-491-33-03	83,286.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	39,480.94	5.25%	4,372.98	0.00%	-	34.39%	28,640.29	1.71%	1,422.06	0.71%	589.60	2.79%	2,324.18	1.34%	1,113.73	6.36%	5,299.47	0.05%	42.74	100.00%	83,286.00	
General Equipment Repair	551-2565-491-43-20	15,000.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	7,110.61	5.25%	787.58	0.00%	-	34.39%	5,158.18	1.71%	256.12	0.71%	106.19	2.79%	418.59	1.34%	200.59	6.36%	954.45	0.05%	7.70	100.00%	15,000.00	
Bus Repairs/Parts	551-2565-491-43-25	690,000.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	327,087.99	5.25%	36,228.84	0.00%	-	34.39%	237,276.40	1.71%	11,781.33	0.71%	4,884.68	2.79%	19,255.17	1.34%	9,226.94	6.36%	43,904.55	0.05%	354.11	100.00%	690,000.00	
Outside Mechanic Service	551-2565-491-43-30	295,500.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	140,078.99	5.25%	15,515.40	0.00%	-	34.39%	101,616.20	1.71%	5,045.48	0.71%	2,091.92	2.79%	8,246.24	1.34%	3,951.54	6.36%	18,802.60	0.05%	151.65	100.00%	295,500.00	
Vehicle Repair Supplies	551-2565-491-61-30	19,000.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	9,006.77	5.25%	997.61	0.00%	-	34.39%	6,533.70	1.71%	324.41	0.71%	134.51	2.79%	520.21	1.34%	254.08	6.36%	1,208.97	0.05%	9.75	100.00%	19,000.00	
Small Tools	551-2565-491-61-41	10,000.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	4,740.41	5.25%	525.06	0.00%	-	34.39%	3,438.79	1.71%	170.74	0.71%	70.79	2.79%	279.06	1.34%	133.72	6.36%	636.30	0.05%	5.13	100.00%	10,000.00	
Uniforms	551-2565-491-64-10	22,000.00	PM Vehicle	All Services	% of Direct x Revenue Miles	47.40%	10,428.89	5.25%	1,155.12	0.00%	-	34.39%	7,565.33	1.71%	375.64	0.71%	155.74	2.79%	613.93	1.34%	294.19	6.36%	1,399.86	0.05%	11.29	100.00%	22,000.00	
<b>Vehicle Preventative Maintenance Total</b>		<b>2,943,685.90</b>					<b>1,395,426.53</b>		<b>154,559.90</b>		-		<b>1,012,271.29</b>			<b>50,261.63</b>		<b>20,839.06</b>		<b>82,146.64</b>		<b>39,364.06</b>		<b>187,306.09</b>		<b>1,510.69</b>	<b>2,943,685.90</b>	
<b>Building Operations-2570</b>																												
Overhead Cost Allocation	551-2570-491-33-03	6,311.00	Building Operating	All Services	Revenue Hours	38.49%	2,428.99	13.83%	872.51	0.00%	-	23.98%	1,513.57	4.05%	255.39	8.63%	544.85	2.26%	142.92	3.33%	209.88	5.01%	316.19	0.42%	26.69	100.00%	6,311.00	
Water and Sewer	551-2570-491-41-05	20,575.00	Building Operating	All Services	Revenue Hours	38.49%	7,918.94	13.83%	2,844.56	0.00%	-	23.98%	4,934.52	4.05%	832.62	8.63%	1,776.32	2.26%	465.96	3.33%	684.24	5.01%	1,030.84	0.42%	87.01	100.00%	20,575.00	
Garbage Pickup	551-2570-491-42-15	4,550.00	Building Operating	All Services	Revenue Hours	38.49%	1,751.21	13.83%	629.05	0.00%	-	23.98%	1,091.23	4.05%	184.13	8.63%	392.82	2.26%	103.04	3.33%	151.31	5.01%	227.96	0.42%	19.24	100.00%	4,550.00	
Other Repairs	551-2570-491-43-90	2,000.00	Building Operating	All Services	Revenue Hours	38.49%	769.76	13.83%	276.51	0.00%	-	23.98%	479.66	4.05%	80.94	8.63%	172.67	2.26%	45.29	3.33%	66.51	5.01%	100.20	0.42%	8.46	100.00%	2,000.00	
Property Insurance	551-2570-491-52-10	93,455.00	Building Operating	All Services	Revenue Hours	38.49%	35,969.10	13.83%	12,920.43	0.00%	-	23.98%	22,413.40	4.05%	3,781.90	8.63%	8,068.32	2.26%	2,116.47	3.33%	3,107.92	5.01%	4,682.23	0.42%	395.23	100.00%	93,455.00	
Natural Gas	551-2570-491-62-50	43,961.00	Building Operating	All Services	Revenue Hours	38.49%	16,919.78	13.83%	6,077.74	0.00%	-	23.98%	10,543.21	4.05%	1,779.00	8.63%	3,795.32	2.26%	995.58	3.33%	1,461.96	5.01%	2,202.51	0.42%	185.51	100.00%	43,961.00	
Electricity	551-2570-491-62-51	66,839.00	Building Operating	All Services	Revenue Hours	38.49%	25,725.10	13.83%	9,240.69	0.00%	-	23.98%	16,030.06	4.05%	2,704.82	8.63%	5,750.46	2.26%	1,513.70	3.33%	2,222.78	5.01%	3,348.73	0.42%	282.67	100.00%	66,839.00	
Propane	551-2570-491-62-52	500.00	Building Operating	All Services	Revenue Hours	38.49%	192.44	13.83%	69.13	0.00%	-	23.98%	119.92	4.05%	20.23	8.63%	43.17	2.26%	11.32	3.33%	16.63	5.01%	25.05	0.42%	2.11	100.00%	500.00	
<b>Building Operations Total</b>		<b>238,191.00</b>					<b>91,675.31</b>		<b>32,930.62</b>		-		<b>57,125.56</b>			<b>9,639.02</b>		<b>20,563.92</b>		<b>5,394.29</b>		<b>7,921.23</b>						



MATBUS Fixed Route			
Route	Ridership	Rev. Hours	Rev. Mileage
<b>Fargo</b>			
Route 11	48,221	4,415.00	50,686.54
Route 13	104,073	7,133.00	74,732.00
Route 14	98,304	13,115.64	164,365.20
Route 15	216,014	13,866.00	154,744.56
New Route 32	-	-	-
Route 17	35,079	2,438.50	29,179.09
Route 18	38,377	7,161.50	118,451.21
Route 20 (Fargo)	18,357	3,291.00	26,133.03
Route 24 (Fargo)	17,227	3,048.00	25,111.51
<b>Moorhead</b>			
Route 1	65,290	4,877.00	59,226.29
Route 2	76,340	4,877.00	64,581.23
Route 3	57,974	4,877.00	80,421.73
Route 4	129,556	9,550.00	130,453.00
Route 5	46,367	4,877.00	71,204.20
Route 6	16,421	4,877.00	60,708.00
Route 9	-	-	-
<b>LinkFM</b>			
LinkFM	400	6.00	129.00
<b>NDSU</b>			
Route 31	40,548	1,689.60	26,763.26
Route 33	122,377	3,912.61	46,728.44
Route 34	37,140	1,487.57	12,868.69
<b>West Fargo</b>			
Route 20 (West Fargo)	10,461	1,478.00	14,214.40
Route 21	-	-	-
Route 24 (West Fargo)	2,484	1,727.00	23,660.59
<b>Agency Total</b>			
Moorhead/Dilworth	392,348	33,941.00	466,723.45
West Fargo	12,945	3,205.00	37,874.99
NDSU	200,065	7,090.38	86,360.39
Fargo	575,652	54,468.64	643,383.14
<b>Fixed Route Total</b>	<b>1,181,010</b>	<b>98,705.02</b>	<b>1,234,341.97</b>
<b>System Total</b>	<b>1,269,735</b>	<b>141,520.54</b>	<b>1,720,454.81</b>

Fixed Route and Micro Total 999,797

	Fixed Route	Paratransit	Microtransit
Revenue Hour %	69.75%	21.20%	9.06%
Overtime	\$ 67,259.53	\$ 20,441.92	\$ 8,733.41
Temp/Non-Benefitted	\$ 122,055.63	\$ 37,095.88	\$ 15,848.49
Overtime	\$ 96,434.87		
Temp/Non-Benefitted	\$ 175,000.00		
Fixed Route Wages/ Benefits	\$ 5,010,000.00		
Paratransit Wages/Benefits	\$ 1,377,750.00		
Microtransit Wages/Benefits	\$ 41,241.01		

MAT Paratransit			
Paratransit	Ridership	Rev. Hours	Rev. Mileage
Fargo	44,720	19,565.64	250,399.81
Moorhead & Dilworth	11,418	5,727.00	81,428.00
West Fargo	9,388	4,706.38	63,773.03
<b>Total</b>	<b>65,526</b>	<b>29,999.02</b>	<b>395,600.84</b>

MATBUS Microtransit			
On-Demand	Ridership	Rev. Hours	Rev. Mileage
Fargo			
Moorhead	18,852	12,218.00	84,394.00
NDSU	4,347	598.50	6,118.00
<b>Total</b>	<b>23,199</b>	<b>12,816.50</b>	<b>90,512.00</b>

Senior Ride			
Senior Ride	Ridership	Rev. Hours	Rev. Mileage
Moorhead & Dilworth	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>

Special Service			
Agency	Ridership	Rev. Hours	Rev. Mileage
Fargo			
Moorhead			
West Fargo			
NDSU			
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>

Social Service Rate	
\$	122.37

Fixed Route Ridership by Customer					
Total	Elderly	Disabled	Adult	Child	Youth
Moorhead/Dilworth	38,037	104,984	225,573	10,078	11,225
West Fargo	1,520	3,631	8,796	191	269
Fargo	57,421	113,890	632,748	10,625	10,247
<b>MATBUS</b>	<b>96,978</b>	<b>222,505</b>	<b>867,117</b>	<b>20,894</b>	<b>21,741</b>

West Fargo Split - Rev. Hours/Miles						
Route	Ridership	W.F. %	Rev. Hours	W.F. %	Rev. Mileage	W.F. %
Route 20	28,818	36.30%	4,769.20	31.00%	40,347.43	35.23%
Route 24	19,711	12.60%	4,775.36	36.17%	59,658.57	39.66%
<b>Total</b>	<b>48,529</b>	<b>48.90%</b>	<b>9,545</b>	<b>67.17%</b>	<b>100,006</b>	<b>74.89%</b>

West Fargo Ridership Split - Route 20					
Route	Elderly	Disabled	Adult	Child	Youth
Route 20 - Fargo	2,303	5,631	11,718	282	434
Route 20 - West Fargo	1,312	3,209	6,677	160	247
<b>Total</b>	<b>3,615</b>	<b>8,840</b>	<b>18,395</b>	<b>442</b>	<b>681</b>

West Fargo Ridership Split - Route 24					
Route	Elderly	Disabled	Adult	Child	Youth
Route 24 - Fargo	1,440	2,925	14,694	210	151
Route 24 - West Fargo	208	422	2,118	30	22
<b>Total</b>	<b>1,648</b>	<b>3,347</b>	<b>16,812</b>	<b>240</b>	<b>173</b>

Faster Maintenance Costs 2024			
	Maint Costs	Percentage	
Fargo	\$ 676,653.53	48.6%	Fixed Route <b>90.95%</b>
Moorhead	\$ 573,145.23	41.1%	Paratransit <b>8.30%</b>
Paratransit	\$ 115,582.02	8.3%	MicroTransit <b>0.76%</b>
Non Rev	\$ 17,395.02	1.2%	
Microtransit	\$ 10,578.96	0.8%	
<b>Total</b>	<b>\$ 1,393,354.76</b>		

**DIV 60 Transit Administration**

Account Number	Account Description			
<b>Salaries</b>				
551-2560-491.11-00	Full Time Staff	\$	1,661,905.38	Assumes 2% COLA
551-2560-491.11-01	Full Time - Overtime	\$	-	
551-2560-491.14-00	Temporary/Seasonal	\$	8,715.00	
<b>Salaries Total</b>		<b>\$</b>	<b>1,670,620.38</b>	
<b>Employee Benefits</b>				
551-2560-491.20-01	Health Insurance	\$	267,685.20	Includes HSA Contribution \$240, 10% escalation
551-2560-491.20-03	Dental Insurance	\$	11,385.00	
551-2560-491.20-04	Long Term Disability	\$	3,340.00	
551-2560-491.20-05	Auto Allowance	\$	900.00	
551-2560-491.21-01	FICA 6.2%	\$	92,084.00	
551-2560-491.21-02	Medicare 1.45%	\$	21,536.00	
551-2560-491.22-04	NDPERS Pension 5.26%	\$	82,395.00	
551-2560-491.22-05	NDPERS/City Pension .88%	\$	3,358.00	
551-2560-491.22-10	NDPERS DC Required Contributic	\$	33,639.00	
551-2560-491.22-11	NDPERS DC Add'l Contribution	\$	9,871.00	
551-2560-491.25-00	Workers Compensation	\$	-	
<b>Employee Benefits Total</b>		<b>\$</b>	<b>526,193.20</b>	
<b>Other Services</b>				
551-2560-491.33-03	Overhead Cost Allocation	\$	60,288.00	
551-2560-491.33-71	Other Services Temp Personnel	\$	-	
551-2560-491.33-80	Security Services	\$	190,000.00	
551-2560-491.33-86	Bus Driver Services	\$	-	
551-2560-491.34-15	Computer Services	\$	6,200.00	
551-2560-491.34-20	Marketing/ Public Relat.	\$	-	
551-2560-491.34-36	Credit Card Fees	\$	11,500.00	
551-2560-491.38-99	Other Services	\$	-	
551-2560-491.42-06	Cleaning Service Contract	\$	-	
551-2560-491.42-20	Snow Clearing	\$	-	
<b>Other Services Total</b>		<b>\$</b>	<b>267,988.00</b>	
<b>Repairs &amp; Maintenance</b>				
551-2560-491.43-10	Building Repairs	\$	-	
551-2560-491.43-20	General Equipment Repair	\$	-	
551-2560-491.43-21	Computer Equipment Repair	\$	1,000.00	
551-2560-491.43-50	Maintenance Service Cont.	\$	5,000.00	
<b>Repairs &amp; Maintenance Total</b>		<b>\$</b>	<b>6,000.00</b>	
<b>Insurance</b>				
551-2560-491.52-10	Property Insurance	\$	-	
551-2560-491.52-20	Automobile Liability	\$	-	
551-2560-491.52-30	General Liability	\$	22,307.00	
<b>Insurance Total</b>		<b>\$</b>	<b>22,307.00</b>	
<b>Communications</b>				
551-2560-491.53-20	Cellular Phone Service	\$	4,990.00	
551-2560-491.53-30	Radio Systems	\$	5,000.00	
551-2560-491.53-60	Other Communications	\$	1,600.00	
<b>Communications Total</b>		<b>\$</b>	<b>11,590.00</b>	
<b>Advertising &amp; Printing</b>				
551-2560-491.54-10	Legal Publications	\$	1,450.00	
551-2560-491.55-10	Custom Printed Forms	\$	14,000.00	
<b>Advertising &amp; Printing Total</b>		<b>\$</b>	<b>15,450.00</b>	
<b>Travel</b>				
551-2560-491.56-60	In State Travel Expenses	\$	1,100.00	
551-2560-491.57-60	Out of State Travel Exp	\$	17,617.00	
<b>Travel Total</b>		<b>\$</b>	<b>18,717.00</b>	
<b>Education</b>				
551-2560-491.59-10	Due & Membership Instate	\$	2,500.00	
551-2560-491.59-11	Dues & Membership Outstate	\$	6,500.00	
551-2560-491.59-20	Seminar & Conf. Instate	\$	5,250.00	
551-2560-491.59-21	Seminar & Conf. Outstate	\$	4,000.00	
<b>Education Total</b>		<b>\$</b>	<b>18,250.00</b>	
<b>General Supplies</b>				
551-2560-491.61-10	Office Supplies	\$	36,600.00	
551-2560-491.61-50	Postage	\$	2,350.00	
<b>General Supplies Total</b>		<b>\$</b>	<b>38,950.00</b>	
<b>Energy</b>				
551-2560-491.62-51	Electricity	\$	-	
<b>Energy Total</b>		<b>\$</b>	<b>-</b>	
<b>Miscellaneous</b>				
551-2560-491.68-10	Miscellaneous	\$	2,440.00	
551-2560-491.68-50	Safety Compliance	\$	2,600.00	
<b>Miscellaneous Total</b>		<b>\$</b>	<b>5,040.00</b>	
<b>Bad Debt</b>				
551-2560-491.68-10	Bad Debt	\$	-	
551-2560-491.80-12	Special Assessment Princ	\$	25.00	
551-2560-491.80-21	Interest on Other Debt	\$	15.00	
<b>Miscellaneous Total</b>		<b>\$</b>	<b>40.00</b>	
<b>DIV 60 Transit Administration</b>		<b>\$</b>	<b>2,601,145.58</b>	

## DIV 61 Transit Fixed Route

Account Number	Account Description	Amount	Notes
<b>Salaries</b>			
551-2561-491.11-00	Full Time Staff	\$ 3,783,535.98	Assumes 2% COLA
551-2561-491.11-01	Full Time - Overtime	\$ 74,166.00	
551-2561-491.14-00	Temporary/Seasonal	\$ 134,589.00	
<b>Salaries Total</b>		<b>\$ 3,992,290.98</b>	
<b>Employee Benefits</b>			
551-2561-491.20-01	Health Insurance	\$ 611,333.60	Includes HSA Contribution \$240, 10% escalation
551-2561-491.20-03	Dental Insurance	\$ 31,574.00	
551-2561-491.20-04	Long Term Disability	\$ 8,123.00	
551-2561-491.20-05	Auto Allowance	\$ -	
551-2561-491.21-01	FICA 6.2%	\$ 228,319.00	
551-2561-491.21-02	Medicare 1.45%	\$ 53,397.00	
551-2561-491.22-04	NDPERS Pension 5.26%	\$ 5,337.00	
551-2561-491.22-05	NDPERS/City Pension .88%	\$ -	
551-2561-491.22-10	NDPERS Required Contribution	\$ 187,402.00	
551-2561-491.22-11	NDPERS Add'l Contribution	\$ 28,478.00	
551-2561-491.25-00	Workers Compensation	\$ -	
<b>Employee Benefits Total</b>		<b>\$ 1,153,963.60</b>	
<b>Other Services</b>			
551-2561-491.33-03	Overhead Cost Allocation	\$ 189,055.00	
551-2561-491.33-80	Security Services	\$ 89,000.00	
551-2561-491.33-86	Bus Driver Services	\$ -	
551-2561-491.34-15	Computer Services	\$ -	
551-2561-491.34-20	Marketing/ Public Relat.	\$ 50,000.00	
551-2561-491.38-99	Other Services	\$ 164,157.00	Remix
551-2561-491.42-06	Cleaning Service Contract	\$ 88,400.00	
551-2561-491.42-20	Snow Clearing	\$ 39,330.00	
<b>Other Services Total</b>		<b>\$ 619,942.00</b>	
<b>Repairs &amp; Maintenance</b>			
551-2561-491.43-10	Building Repairs	\$ 9,000.00	
551-2561-491.43-20	General Equipment Repair	\$ 12,000.00	
551-2561-491.44-10	Land Rent	\$ -	
551-2561-491.44-30	Operating Leases	\$ 25,000.00	
<b>Repairs &amp; Maintenance Total</b>		<b>\$ 46,000.00</b>	
<b>Insurance</b>			
551-2561-491.52-10	Property Insurance	\$ -	
551-2561-491.52-20	Automobile Liability	\$ 170,025.00	
551-2561-491.52-30	General Liability	\$ -	
<b>Insurance Total</b>		<b>\$ 170,025.00</b>	
<b>Communications</b>			
551-2561-491.53-20	Cellular Phone Service	\$ 26,960.00	
<b>Communications Total</b>		<b>\$ 26,960.00</b>	
<b>Advertising &amp; Printing</b>			
551-2561-491.54-10	Legal Publications	\$ -	
551-2561-491.55-10	Custom Printed Forms	\$ -	
<b>Advertising &amp; Printing Total</b>		<b>\$ -</b>	
<b>Travel</b>			
551-2561-491.56-60	In State Travel Expenses	\$ -	
551-2561-491.57-60	Out of State Travel Exp	\$ -	
<b>Travel Total</b>		<b>\$ -</b>	
<b>Education</b>			
551-2561-491.59-10	Due & Membership Instate	\$ -	
551-2561-491.59-11	Dues & Membership Outstate	\$ -	
551-2561-491.59-20	Seminar & Conf. Instate	\$ -	
551-2561-491.59-21	Seminar & Conf. Outstate	\$ -	
<b>Education Total</b>		<b>\$ -</b>	
<b>General Supplies</b>			
551-2561-491.61-10	Office Supplies	\$ 3,000.00	
551-2561-491.61-15	Farebox Cards	\$ 42,000.00	
551-2561-491.61-40	General Supplies	\$ -	
<b>General Supplies Total</b>		<b>\$ 45,000.00</b>	
<b>Energy</b>			
551-2561-491.62-12	Other fuels	\$ 50,000.00	
551-2561-491.62-11	Diesel Fuel	\$ 800,000.00	
<b>Energy Total</b>		<b>\$ 850,000.00</b>	
<b>Miscellaneous</b>			
551-2561-491.68-10	Miscellaneous	\$ 7,000.00	
<b>Miscellaneous Total</b>		<b>\$ 7,000.00</b>	
<b>Bad Debt</b>			
551-2561-491.68-10	Bad Debt	\$ -	
<b>Miscellaneous Total</b>		<b>\$ -</b>	
<b>DIV 61 Transit Fixed Route Total</b>		<b>\$ 6,911,181.58</b>	

## DIV 62 Paratransit Service

Account Number	Account Description			
<b>Salaries</b>				
551-2562-491.11-00	Full Time Staff	\$	1,386,284.04	Assumes 2% COLA
551-2562-491.11-01	Full Time - Overtime	\$	21,846.00	
551-2562-491.14-00	Temporary/Seasonal	\$	39,644.00	
Salaries Total		\$	1,447,774.04	
<b>Employee Benefits</b>				
551-2562-491.20-01	Health Insurance	\$	252,475.90	Includes HSA Contribution \$240, 10% escalation
551-2562-491.20-03	Dental Insurance	\$	11,537.00	
551-2562-491.20-04	Long Term Disability	\$	2,681.00	
551-2562-491.21-01	FICA 6.2%	\$	79,313.00	
551-2562-491.21-02	Medicare 1.45%	\$	18,549.00	
551-2562-491.22-10	NDPERS Required Contribution	\$	74,739.00	
551-2562-491.22-11	NDPERS Add'l Contribution	\$	15,978.00	
551-2562-491.25-00	Workers Compensation	\$	-	
Employee Benefits Total		\$	455,272.90	
<b>Other Services</b>				
551-2562-491.33-03	Overhead Cost Allocation	\$	54,241.00	
551-2562-491.33-71	Temp. Other Personnel	\$	-	
551-2562-491.33-86	Bus Driver Services	\$	-	
551-2562-491.34-15	Computer Services	\$	-	
551-2562-491.38-99	Other Services	\$	65,300.00	
Other Services Total		\$	119,541.00	
<b>Insurance</b>				
551-2562-491.52-10	Property Insurance	\$	-	
551-2562-491.52-20	Automobile Liability	\$	44,844.00	
551-2562-491.52-30	General Liability	\$	4,543.00	
Insurance Total		\$	49,387.00	
<b>Communications</b>				
551-2562-491.53-20	Cellular Phone Service	\$	8,500.00	
551-2562-491.53-60	Other Communications	\$	-	
Communications Total		\$	8,500.00	
<b>Travel</b>				
551-2562-491.57-60	Out of State Travel Exp	\$	-	
Travel Total		\$	-	
<b>Education</b>				
551-2562-491.59-20	Seminar & Conf. Instate	\$	-	
Education Total		\$	-	
<b>General Supplies</b>				
551-2562-491.61-10	Office Supplies	\$	-	
551-2562-491.61-40	General Supplies	\$	-	
551-2562-491.61-50	Postage	\$	-	
General Supplies Total		\$	-	
<b>Energy</b>				
551-2562-491.62-10	Gasoline	\$	160,000.00	
Energy Total		\$	160,000.00	
<b>Miscellaneous</b>				
551-2562-491.68-10	Miscellaneous	\$	-	
Miscellaneous Total		\$	-	
<b>Bad Debt</b>				
551-2562-491.68-10	Bad Debt	\$	-	
Miscellaneous Total		\$	-	
<b>DIV 62 Paratransit Total</b>		<b>\$</b>	<b>2,240,474.94</b>	

## DIV 63 Ground Transport Terminal

Account Number	Account Description	\$	-
<b>Salaries</b>			
551-2563-491.11-00	Full Time Staff	\$	-
551-2563-491.11-01	Full Time - Overtime	\$	-
551-2563-491.14-00	Temporary/Seasonal	\$	-
Salaries Total		\$	-
<b>Employee Benefits</b>			
551-2563-491.20-01	Health Insurance	\$	-
551-2563-491.20-03	Dental Insurance	\$	-
551-2563-491.20-04	Long Term Disability	\$	-
551-2563-491.21-01	FICA 6.2%	\$	-
551-2563-491.21-02	Medicare 1.45%	\$	-
551-2563-491.22-04	NDPERS Pension 5.26%	\$	-
551-2563-491.25-00	Workers Compensation	\$	-
Employee Benefits Total		\$	-
<b>Other Services</b>			
551-2563-491.33-80	Security Services	\$	-
551-2563-491.34-15	Computer Services	\$	-
551-2563-491.34-36	Credit Card Fees	\$	-
551-2563-491.41-05	Water and Sewer	\$	-
551-2563-491.42-05	Custodial Services	\$	-
551-2563-491.42-10	Grounds Maint. Services	\$	-
551-2563-491.42-15	Garbage Pickup	\$	-
551-2563-491.42-20	Snow Clearing	\$	-
551-2563-491.42-21	Snow Hauling	\$	-
Other Services Total		\$	-
<b>Repairs &amp; Maintenance</b>			
551-2563-491.43-10	Building Repairs	\$	-
551-2563-491.43-20	General Equipment Repair	\$	-
551-2563-491.43-50	Maintenance Service Cont.	\$	-
551-2563-491.43-90	Other Repairs	\$	-
Repairs & Maintenance Total		\$	-
<b>Insurance</b>			
551-2563-491.52-10	Property Insurance	\$	-
551-2563-491.52-30	General Liability	\$	-
Insurance Total		\$	-
<b>Communications</b>			
551-2563-491.53-20	Cellular Phone Service	\$	-
Communications Total		\$	-
<b>Travel</b>			
551-2563-491.57-60	Out of State Travel Exp	\$	-
Travel Total		\$	-
<b>General Supplies</b>			
551-2563-491.61-10	Office Supplies	\$	-
551-2563-491.61-15	Farebox Cards	\$	-
551-2563-491.61-40	General Supplies	\$	-
General Supplies Total		\$	-
<b>Energy</b>			
551-2563-491.62-50	Natural Gas	\$	-
551-2563-491.62-51	Electricity	\$	-
Energy Total		\$	-
<b>Miscellaneous</b>			
551-2563-491.68-10	Miscellaneous	\$	-
551-2563-491.68-50	Safety Compliance	\$	-
Miscellaneous Total		\$	-
<b>Bad Debt</b>			
551-2563-491.68-10	Bad Debt	\$	-
Miscellaneous Total		\$	-
<b>DIV 63 Ground Transport Terminal Total</b>		<b>\$</b>	<b>-</b>

## DIV 64 Transit Planning

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Account Number	Account Description		
<b>Salaries</b>			
551-2564-491.11-00	Full Time Staff	\$ 91,731.66	Assumes 2% COLA
<b>Salaries Total</b>		<b>\$ 91,731.66</b>	

<b>Employee Benefits</b>			
551-2564-491.20-01	Health Insurance	\$ 24,756.60	includes 10% escalation
551-2564-491.20-03	Dental Insurance	\$ 607.00	
551-2564-491.20-04	Long Term Disability	\$ 209.00	
551-2564-491.21-01	FICA 6.2%	\$ 4,537.00	
551-2564-491.21-02	Medicare 1.45%	\$ 1,061.00	
551-2564-491.22-04	NDPERS Pension 5.26%	\$ 8,328.00	
<b>Employee Benefits Total</b>		<b>\$ 39,498.60</b>	

<b>Other Services</b>			
551-2564-491.33-03	Overhead Cost Allocation	\$ 2,351.00	
551-2564-491.33-15	Planning Services	\$ 24,100.00	
<b>Other Services Total</b>		<b>\$ 26,451.00</b>	

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<b>DIV 64 Transit Planning Total</b>	<b>\$ 157,681.26</b>
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**DIV 65 Vehicle Preventative Maintenance**

Account Number Account Description

**Salaries**

551-2565-491.11-00	Full Time Staff	\$ 1,164,049.20	Assumes 2% COLA, Cost includes filling vacant tech positions @ \$96,000 each
551-2565-491.11-01	Full Time - Overtime	\$ 4,888.00	
551-2565-491.11-02	Full Time Banked Sick	\$ 1,608.00	
551-2565-491.13-00	Part Time with Benefits	\$ 45,826.00	
551-2565-491.14-00	Temporary/Seasonal	\$ 19,968.00	
<b>Salaries Total</b>		<b>\$ 1,236,339.20</b>	

**Employee Benefits**

551-2565-491.20-01	Health Insurance	\$ 338,026.70	Includes 10% escalation
551-2565-491.20-03	Dental Insurance	\$ 10,322.00	
551-2565-491.20-04	Long Term Disability	\$ 2,859.00	
551-2565-491.20-05	Auto Allowance	\$ -	
551-2565-491.21-01	FICA 6.2%	\$ 80,519.00	
551-2565-491.21-02	Medicare 1.45%	\$ 18,831.00	
551-2565-491.22-01	City Pension	\$ 5,157.00	
551-2565-491.22-04	NDPERS Pension 5.26%	\$ 107,123.00	
551-2565-491.22-05	NDPERS/City Pension .88%	\$ 1,623.00	
551-2565-491.22-06	Actuarial Contribution	\$ -	
551-2565-491.22-10	NDPERS DC Required Contribu	\$ 8,100.00	
551-2565-491.22-11	NDPERS DC Add'l Contributor	\$ -	
551-2565-491.25-00	Workers Compensation	\$ -	
<b>Employee Benefits Total</b>		<b>\$ 572,560.70</b>	

**Other Services**

551-2565-491.33-03	Overhead Cost Allocation	\$ 83,286.00
551-2565-491.33-71	Other Services Temp Personn	\$ -
551-2565-491.33-80	Security Services	\$ -
551-2565-491.33-86	Bus Driver Services	\$ -
551-2565-491.34-15	Computer Services	\$ -
551-2565-491.34-20	Marketing/ Public Relat.	\$ -
551-2565-491.34-36	Credit Card Fees	\$ -
551-2565-491.38-99	Other Services	\$ -
551-2565-491.42-06	Cleaning Service Contract	\$ -
551-2565-491.42-20	Snow Clearing	\$ -
<b>Other Services Total</b>		<b>\$ 83,286.00</b>

**Repairs & Maintenance**

551-2565-491.43-10	Building Repairs	\$ -
551-2565-491.43-20	General Equipment Repair	\$ 15,000.00
551-2565-491.43-25	Bus Repairs/Parts	\$ 690,000.00
551-2565-491.43-30	Outside Mechanic Service	\$ 295,500.00
<b>Repairs &amp; Maintenance Total</b>		<b>\$ 1,000,500.00</b>

**Insurance**

551-2565-491.52-10	Property Insurance	\$ -
551-2565-491.52-20	Automobile Liability	\$ -
551-2565-491.52-30	General Liability	\$ -
<b>Insurance Total</b>		<b>\$ -</b>

**Communications**

551-2565-491.53-20	Cellular Phone Service	\$ -
551-2565-491.53-30	Radio Systems	\$ -
551-2565-491.53-60	Other Communications	\$ -
<b>Communications Total</b>		<b>\$ -</b>

**Advertising & Printing**

551-2565-491.54-10	Legal Publications	\$ -
551-2565-491.55-10	Custom Printed Forms	\$ -
<b>Advertising &amp; Printing Total</b>		<b>\$ -</b>

**Travel**

551-2565-491.56-60	In State Travel Expenses	\$ -
551-2565-491.57-60	Out of State Travel Exp	\$ -
<b>Travel Total</b>		<b>\$ -</b>

**Education**

551-2565-491.59-10	Due & Membership Instate	\$ -
551-2565-491.59-11	Dues & Membership Outstate	\$ -
551-2565-491.59-20	Seminar & Conf. Instate	\$ -
551-2565-491.59-21	Seminar & Conf. Outstate	\$ -
<b>Education Total</b>		<b>\$ -</b>

**General Supplies**

551-2565-491.61-10	Office Supplies	\$ -
551-2565-491.61-30	Vehicle Repair Supplies	\$ 19,000.00
551-2565-491.61-41	Small Tools	\$ 10,000.00
551-2565-491.61-50	Postage	\$ -
<b>General Supplies Total</b>		<b>\$ 29,000.00</b>

**Energy**

551-2565-491.62-51	Electricity	\$ -
<b>Energy Total</b>		<b>\$ -</b>

**Clothing**

551-2565-491.64-10	Uniforms	\$ 22,000.00
<b>Uniforms Total</b>		<b>\$ 22,000.00</b>

**Miscellaneous**

551-2565-491.68-10	Miscellaneous	\$ -
551-2565-491.68-50	Safety Compliance	\$ -
<b>Miscellaneous Total</b>		<b>\$ -</b>

**Bad Debt**

551-2565-491.68-10	Bad Debt	\$ -
551-2565-491.80-12	Special Assessment Princ	\$ -
551-2565-491.80-21	Interest on Other Debt	\$ -
<b>Miscellaneous Total</b>		<b>\$ -</b>

**Transfer to Other Funds**

551-2565-555.90-50	Transfer to Enterprise Funds	\$ -
<b>Uniforms Total</b>		<b>\$ -</b>

**/ 65 Vehicle Preventative Maintenance Tr** \$ 2,943,685.90

\$ 2,943,685.90

## DIV 66 Micro Transit

Account Number	Account Description			
<b>Salaries</b>				
551-2565-491.11-00	Full Time Staff	\$	635,460.00	Includes all benefits (FICA, Medicare, Insurance) Assumes 2% COLA
551-2565-491.11-01	Full Time - Overtime	\$	10,448.18	
551-2565-491.13-00	Part Time with Benefits	\$	-	
551-2565-491.14-00	Temporary/Seasonal	\$	18,945.75	
<b>Salaries Total</b>		\$	<b>664,853.93</b>	
<b>Employee Benefits</b>				
551-2565-491.20-01	Health Insurance	\$	-	
551-2565-491.20-03	Dental Insurance	\$	-	
551-2565-491.20-04	Long Term Disability	\$	-	
551-2565-491.20-05	Auto Allowance	\$	-	
551-2565-491.21-01	FICA 6.2%	\$	-	
551-2565-491.21-02	Medicare 1.45%	\$	-	
<b>Salaries Total</b>		\$	<b>-</b>	
<b>Other Services</b>				
551-2566-491.33-03	Overhead Cost Allocation	\$	673.00	
551-2566-491.33-86	Bus Driver Services	\$	-	
551-2566-491.38-99	Other Services	\$	18,000.00	Via increase with Microtransit
<b>Other Services Total</b>		\$	<b>18,673.00</b>	
<b>Insurance</b>				
551-2566-491.52-20	Automobile Liability	\$	16,000.00	
551-2566-491.52-30	General Liability	\$	-	
<b>Insurance Total</b>		\$	<b>16,000.00</b>	
<b>Communications</b>				
551-2566-491.53-20	Cellular Phone Service	\$	480.00	
<b>Communications Total</b>		\$	<b>480.00</b>	
<b>Energy</b>				
551-2566-491.62-10	Gasoline	\$	21,100.00	Fuel for additional Microtransit
<b>Energy Total</b>		\$	<b>21,100.00</b>	
<b>DIV 66 Micro Transit Total</b>		\$	<b>721,106.93</b>	

**DIV 67 Facility Preventative Maintenance**

Account Number	Account Description		
<b>Salaries</b>			
551-2567-491.11-00	Full Time Staff	\$	86,167.56 Assumes 2% COLA
551-2567-491.11-01	Full Time - Overtime	\$	-
551-2567-491.14-00	Temporary/Seasonal	\$	-
Salaries Total		\$	86,167.56
<b>Employee Benefits</b>			
551-2567-491.20-01	Health Insurance	\$	10,236.60 includes 10% escalation
551-2567-491.20-03	Dental Insurance	\$	607.00
551-2567-491.20-04	Long Term Disability	\$	193.00
551-2567-491.20-05	Auto Allowance	\$	-
551-2567-491.21-01	FICA 6.2%	\$	5,128.00
551-2567-491.21-02	Medicare 1.45%	\$	1,199.00
551-2567-491.22-04	NDPERS Pension 5.26%	\$	7,823.00
551-2567-491.22-05	NDPERS/City Pension .88%	\$	-
551-2567-491.22-10	NDPERS DC Required Contrib	\$	-
551-2567-491.22-11	NDPERS DC Add'l Contributik	\$	-
551-2567-491.25-00	Workers Compensation	\$	-
Employee Benefits Total		\$	25,186.60
<b>Other Services</b>			
551-2567-491.33-03	Overhead Cost Allocation	\$	10,468.00
551-2567-491.33-71	Other Services Temp Person	\$	-
551-2567-491.33-80	Security Services	\$	-
551-2567-491.33-86	Bus Driver Services	\$	-
551-2567-491.34-15	Computer Services	\$	-
551-2567-491.34-20	Marketing/ Public Relat.	\$	-
551-2567-491.34-36	Credit Card Fees	\$	-
551-2567-491.38-99	Other Services	\$	-
551-2567-491.34-15	Computer Services	\$	-
551-2567-491.38-99	Other Services	\$	-
551-2567-491.41-05	Water and Sewer	\$	-
551-2567-491.42-05	Custodial Services	\$	111,690.00
551-2567-491.42-10	Grounds Maintenance Svc	\$	5,000.00
551-2567-491.42-15	Garbage Pickup	\$	-
551-2567-491.42-20	Snow Clearing	\$	26,000.00
551-2567-491.42-21	Snow Hauling	\$	20,500.00
551-2567-491.43-90	Other Repairs	\$	-
Other Services Total		\$	173,658.00
<b>Repairs &amp; Maintenance</b>			
551-2567-491.43-05	Freight Cost	\$	500.00
551-2567-491.43-10	Building Repairs	\$	60,000.00
551-2567-491.43-20	General Equipment Repair	\$	-
551-2567-491.43-21	Computer Equipment Repair	\$	-
551-2567-491.43-50	Maintenance Service Cont.	\$	1,000.00
Repairs & Maintenance Total		\$	61,500.00
<b>Rentals</b>			
551-2567-491.44-20	Equipment & Vehicle Rent	\$	-
551-2567-491.44-30	Operating Leases	\$	-
Rentals Total		\$	-
<b>Insurance</b>			
551-2567-491.52-10	Property Insurance	\$	-
551-2567-491.52-20	Automobile Liability	\$	-
551-2567-491.52-30	General Liability	\$	-
Insurance Total		\$	-
<b>Communications</b>			
551-2567-491.53-20	Cellular Phone Service	\$	-
551-2567-491.53-30	Radio Systems	\$	-
551-2567-491.53-60	Other Communications	\$	-
Communications Total		\$	-
<b>Advertising &amp; Printing</b>			
551-2567-491.54-10	Legal Publications	\$	-
551-2567-491.55-10	Custom Printed Forms	\$	-
Advertising & Printing Total		\$	-
<b>Travel</b>			
551-2567-491.56-60	In State Travel Expenses	\$	-
551-2567-491.57-60	Out of State Travel Exp	\$	-
Travel Total		\$	-
<b>Education</b>			
551-2567-491.59-10	Due & Membership Instate	\$	-
551-2567-491.59-11	Dues & Membership Outstat	\$	-
551-2567-491.59-20	Seminar & Conf. Instate	\$	-
551-2567-491.59-21	Seminar & Conf. Outstate	\$	-
551-2567-491.59-30	Reference Materials	\$	-
Education Total		\$	-
<b>General Supplies</b>			
551-2567-491.61-10	Office Supplies	\$	-
551-2567-491.61-45	Janitorial Supplies	\$	20,000.00
551-2567-491.61-50	Postage	\$	-
General Supplies Total		\$	20,000.00
<b>Energy</b>			
551-2567-491.62-10	Gasoline	\$	-
551-2567-491.62-12	Other Fuels	\$	-
551-2567-491.62-50	Natural Gas	\$	-
551-2567-491.62-51	Electricity	\$	-
551-2567-491.62-52	Propane	\$	-
Energy Total		\$	-
<b>Miscellaneous</b>			
551-2567-491.68-10	Miscellaneous	\$	-
551-2567-491.68-50	Safety Compliance	\$	-
Miscellaneous Total		\$	-
<b>Bad Debt</b>			
551-2567-491.68-10	Bad Debt	\$	-
551-2567-491.80-12	Special Assessment Princ	\$	-
551-2567-491.80-21	Interest on Other Debt	\$	-
Miscellaneous Total		\$	-
<b>DIV 67 Facility Preventative Maintenance</b>		\$	<b>366,512.16</b>

## DIV 68 Mobility Management

Account Number	Account Description			
<b>Salaries</b>				
551-2568-491.11-00	Full Time Staff	\$	102,169.32	Assumes 2% COLA
551-2568-491.11-02	Full Time Banked Sick	\$	2,830.00	
Salaries Total		\$	104,999.32	
<b>Employee Benefits</b>				
551-2568-491.20-01	Health Insurance	\$	24,756.60	includes 10% escalation
551-2568-491.20-03	Dental Insurance	\$	607.00	
551-2568-491.20-04	Long Term Disability	\$	236.00	
551-2568-491.21-01	FICA 6.2%	\$	5,952.00	
551-2568-491.21-02	Medicare 1.45%	\$	1,392.00	
551-2568-491.22-04	NDPERS Pension 5.26%	\$	9,276.00	
551-2568-491.25-00	Workers Compensation	\$	-	
Employee Benefits Total		\$	42,219.60	
<b>Communications &amp; Other</b>				
551-2568-491.33-03	Overhead Cost Allocation	\$	4,047.00	
551-2568-491.53-20	Cellular Phone Service	\$	550.00	
Communications Total		\$	4,597.00	
<b>Advertising &amp; Printing</b>				
551-2568-491.54-11	Marketing	\$	500.00	
551-2568-491.55-10	Custom Printed Forms	\$	2,000.00	
Advertising & Printing Total		\$	2,500.00	
<b>Travel</b>				
551-2568-491.56-60	In State Travel Expenses	\$	750.00	
551-2568-491.57-60	Out of State Travel Exp	\$	1,250.00	
Travel Total		\$	2,000.00	
<b>Education</b>				
551-2568-491.59-12	Dues & Membership	\$	500.00	
551-2568-491.59-20	Seminar & Conf. Instate	\$	100.00	
Education Total		\$	600.00	
<b>General Supplies</b>				
551-2568-491.61-10	Office Supplies	\$	-	
551-2568-491.61-50	Postage	\$	-	
General Supplies Total		\$	-	
<b>DIV 68 Mobility Management Total</b>		\$	<b>156,915.92</b>	

**DIV 69 Transit Maintce Facility**

Account Number	Account Description		
<b>Salaries</b>			
551-2569-491.11-00	Full Time Staff	\$	-
551-2569-491.11-01	Full Time - Overtime	\$	-
551-2569-491.11-02	Full Time Banked Sick	\$	-
551-2569-491.13-00	Part Time W/ Benefits	\$	-
551-2569-491.13-01	Part Time W/ Benefits - Overtime	\$	-
551-2569-491.14-00	Temporary/Seasonal	\$	-
551-2569-491.14-01	Temporary/Seasonal - Overtime	\$	-
Salaries Total		\$	-
<b>Employee Benefits</b>			
551-2569-491.20-01	Health Insurance	\$	-
551-2569-491.20-03	Dental Insurance	\$	-
551-2569-491.20-04	Long Term Disability	\$	-
551-2569-491.21-01	FICA 6.2%	\$	-
551-2569-491.21-02	Medicare 1.45%	\$	-
551-2569-491.22-01	City Pension 5.5%	\$	-
551-2569-491.22-04	NDPERS Pension 5.26%	\$	-
551-2569-491.22-05	NDPERS/City Pension .88%	\$	-
551-2569-491.22-06	Actuarial Contributions	\$	-
551-2569-491.24-00	Unemployment Compensation	\$	-
551-2569-491.25-00	Workers Compensation	\$	-
Employee Benefits Total		\$	-
<b>Other Services</b>			
551-2569-491.34-15	Computer Services	\$	-
551-2569-491.38-99	Other Services	\$	-
551-2569-491.41-05	Water and Sewer	\$	-
551-2569-491.42-05	Custodial Services	\$	-
551-2569-491.42-10	Grounds Maint. Services	\$	-
551-2569-491.42-15	Garbage Pickup	\$	-
551-2569-491.42-21	Snow Hauling	\$	-
Other Services Total		\$	-
<b>Repairs &amp; Maintenance</b>			
551-2569-491.43-05	Freight Cost	\$	-
551-2569-491.43-10	Building Repairs	\$	-
551-2569-491.43-20	General Equipment Repair	\$	-
551-2569-491.43-21	Computer Equipment Repair	\$	-
551-2569-491.43-25	Bus Repairs / Parts	\$	-
551-2569-491.43-30	Outside Mechanic Svc	\$	-
551-2569-491.43-50	Maintenance Service Cont.	\$	-
551-2569-491.43-90	Other Repairs	\$	-
Repairs & Maintenance Total		\$	-
<b>Rentals</b>			
551-2569-491.44-20	Equipment & Vehicle Rent	\$	-
551-2569-491.44-30	Operating Leases	\$	-
Rentals Total		\$	-
<b>Insurance</b>			
551-2569-491.52-10	Property Insurance	\$	-
Insurance Total		\$	-
<b>Communications</b>			
551-2569-491.53-20	Cellular Phone Service	\$	-
551-2569-491.53-30	Radio Systems	\$	-
551-2569-491.53-60	Other Communications	\$	-
Communications Total		\$	-
<b>Advertising &amp; Printing</b>			
551-2569-491.54-11	Advertising/Marketing	\$	-
551-2569-491.54-10	Legal Publications	\$	-
551-2569-491.55-10	Custom Printed Forms	\$	-
Advertising & Printing Total		\$	-
<b>Travel</b>			
551-2569-491.56-60	In State Travel Expenses	\$	-
551-2569-491.57-60	Out of State Travel Exp	\$	-
Travel Total		\$	-
<b>Education</b>			
551-2569-491.59-10	Due & Membership Instate	\$	-
551-2569-491.59-12	Dues & Membership Outstate	\$	-
551-2569-491.59-20	Seminar & Conf. Instate	\$	-
551-2569-491.59-21	Seminar & Conf. Outstate	\$	-
551-2569-491.59-30	Reference Materials	\$	-
Education Total		\$	-
<b>General Supplies</b>			
551-2569-491.61-10	Office Supplies	\$	-
551-2569-491.61-30	Vehicle Repair Supplies	\$	-
551-2569-491.61-40	General Supplies	\$	-
551-2569-491.61-41	Small Tools	\$	-
551-2569-491.61-45	Janitorial Supplies	\$	-
551-2561-491.61-50	Postage	\$	-
General Supplies Total		\$	-
<b>Energy</b>			
551-2569-491.62-10	Gasoline	\$	-
551-2569-491.62-12	Other Fuels	\$	-
551-2569-491.62-50	Natural Gas	\$	-
551-2569-491.62-51	Electricity	\$	-
551-2569-491.62-52	Propane	\$	-
Energy Total		\$	-
<b>Miscellaneous</b>			
551-2569-491.64-10	Uniforms/ Clothing (Shop Uniforms)	\$	-
551-2569-491.64-10	Uniforms/ Clothing (Driver Uniforms)	\$	-
551-2569-491.68-10	Miscellaneous	\$	-
551-2569-491.68-50	Safety Compliance	\$	-
Miscellaneous Total		\$	-
<b>Bad Debt</b>			
551-2569-491.69-10	Bad Debt	\$	-
Miscellaneous Total		\$	-
<b>DIV 69 Transit Maintce Facility Total</b>		\$	-

## DIV 70 Vehicle Operations

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### Other Services

551-2570-491.33-03	Overhead Cost Allocation	\$	6,311.00
551-2570-491.38-99	Other Services	\$	-
551-2570-491.41-05	Water and Sewer	\$	20,575.00
551-2570-491.42-05	Custodial Services	\$	-
551-2570-491.42-10	Grounds Maint. Services	\$	-
551-2570-491.42-15	Garbage Pickup	\$	4,550.00
551-2570-491.42-21	Snow Hauling	\$	-
Other Services Total			\$ 31,436.00

### Repairs & Maintenance

551-2570-491.43-05	Freight Cost	\$	-
551-2570-491.43-10	Building Repairs	\$	-
551-2570-491.43-20	General Equipment Repair	\$	-
551-2570-491.43-21	Computer Equipment Repair	\$	-
551-2570-491.43-25	Bus Repairs / Parts	\$	-
551-2570-491.43-30	Outside Mechanic Svc	\$	-
551-2570-491.43-50	Maintenance Service Cont.	\$	-
551-2570-491.43-90	Other Repairs	\$	2,000.00
Repairs & Maintenance Total			\$ 2,000.00

### Rentals

551-2570-491.44-20	Equipment & Vehicle Rent	\$	-
551-2570-491.44-30	Operating Leases	\$	-
Rentals Total			\$ -

### Insurance

551-2570-491.52-10	Property Insurance	\$	93,455.00
Insurance Total			\$ 93,455.00

### Energy

551-2570-491.62-10	Gasoline	\$	-
551-2570-491.62-12	Other Fuels	\$	-
551-2570-491.62-50	Natural Gas	\$	43,961.00
551-2570-491.62-51	Electricity	\$	66,839.00
551-2570-491.62-52	Propane	\$	500.00
Energy Total			\$ 111,300.00

### Bad Debt

551-2570-491.69-10	Bad Debt	\$	-
Miscellaneous Total			\$ -

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**DIV 70 Vehicle Operations Total** \$ **238,191.00**

## DIV 71 Building Operations

Account Number	Account Description		
<b>Other Services</b>			
551-2569-491.33-03	Overhead Cost Allocation	\$	735.00
551-2569-491.34-15	Computer Services	\$	22,000.00
551-2569-491.38-99	Other Services	\$	3,100.00
551-2569-491.41-05	Water and Sewer	\$	-
551-2569-491.42-05	Custodial Services	\$	-
551-2569-491.42-10	Grounds Maint. Services	\$	-
551-2569-491.42-15	Garbage Pickup	\$	-
551-2569-491.42-21	Snow Hauling	\$	-
Other Services Total		\$	25,835.00
<b>Rentals</b>			
551-2569-491.44-20	Equipment & Vehicle Rent	\$	-
551-2569-491.44-30	Operating Leases	\$	500.00
Rentals Total		\$	500.00
<b>Insurance</b>			
551-2569-491.52-10	Property Insurance	\$	-
Insurance Total		\$	-
<b>Education</b>			
551-2569-491.59-10	Due & Membership Instate	\$	-
551-2569-491.59-12	Dues & Membership Outstat	\$	-
551-2569-491.59-20	Seminar & Conf. Instate	\$	-
551-2569-491.59-21	Seminar & Conf. Outstate	\$	-
551-2569-491.59-30	Reference Materials	\$	2,500.00
Education Total		\$	2,500.00
<b>Energy</b>			
551-2569-491.62-10	Gasoline	\$	20,500.00
551-2569-491.62-12	Other Fuels	\$	-
551-2569-491.62-50	Natural Gas	\$	-
551-2569-491.62-51	Electricity	\$	-
551-2569-491.62-52	Propane	\$	-
Energy Total		\$	20,500.00
<b>Bad Debt</b>			
551-2569-491.69-10	Bad Debt	\$	-
Miscellaneous Total		\$	-
<b>DIV 69 Building Operations Total</b>		<b>\$</b>	<b>49,335.00</b>

# Fund 551 Public Transportation Op

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**Account Number**                      **Account Description**

## 337 - Local Government Grants

68 00	Misc. Local Grants	\$	-
Local Government Grants Total		\$	-

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## 343 - Public Transportation

10 01	Line Transit Farebox	\$	299,756.00
10 02	Line Transit Pass Revenue	\$	765,000.00
10 04	Line Transit Advertising	\$	80,000.00
10 06	Line Transit - UPass	\$	160,000.00
20 01	Paratransit Fares	\$	48,000.00
20 02	Paratransit Coupon Books	\$	201,045.00
20 03	Paratransit Other Fees	\$	-
30 02	Concessions & Vending	\$	-
30 03	Farebox Cards	\$	5,670.00
Public Transportation Total		\$	1,559,471.00

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## 351 - Fines

60 01	Fixed Route	\$	-
60 02	Paratransit	\$	-
Fines Total		\$	-

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## 361 - Miscellaneous Revenue

18 01	Fixed Route Ins Proceeds	\$	30,000.00
61 21	Transit Maintce Facility	\$	6,000.00
75 02	PFM Pcard Rebates Transit	\$	15,000.00
85 20	Bench Advertising	\$	5,800.00
99 00	Miscellaneous	\$	1,000.00
Miscellaneous Revenue Total		\$	57,800.00

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<b>Local Revenue Total</b>	<b>\$</b>	<b>1,617,271.00</b>
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## Fund 551 Public Transportation Op

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### 334 - State Grants

10 35	State Share FEMA	\$	-
10 36	ND Dept of Emergency Serv	\$	-
10 40	CMAQ Transit Operating	\$	-
10 90	Misc State Grants	\$	-
State Operating Grants Total		\$	-

\*\$393,000 additional state funds possible

### 335 - State Shared Revenues

80-00	State Aid for Transport	\$	618,324.00
80 00	State Aid for Transport	\$	424,000.00
State Shared Revenues Total		\$	1,042,324.00

Paratransit Only

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**State Revenue Total**                      \$ 1,042,324.00

2027 TOTAL 5307 APPORTIONMENT		\$ 3,075,581	
Monthly Amount		\$ 256,298.38	
<b>Apportionment Calculation # 1 - Population</b>			
<b>Service Area Population within TMA</b>			
	Population	Area (mi <sup>2</sup> )	Population Density
Fargo	141,434	50.80	2,784.1
West Fargo	42,090	16.18	2,602.2
NDSU	0	0.00	#DIV/0!
<b>TOTALS</b>	<b>183,524</b>	<b>66.98</b>	<b>2,740.19</b>
25% of 90.8% of Remaining Apportionment		\$ 698,157	
Fargo		\$ 528,039	
West Fargo		\$ 160,118	
<b>Apportionment Calculation # 2 - Population x Density</b>			
	Population	Population Density	Population x Density
Fargo	141,434	2,784.1	393,771,188
West Fargo	42,090	2,602.2	109,525,076
Total			503,296,264
25% of 90.8% of Remaining Apportionment		\$ 698,157	
Fargo		\$ 546,227	
West Fargo		\$ 151,930	
<b>Apportionment Calculation # 3 - Bus Revenue Miles</b>			
50% of 90.8% of Remaining Apportionment		\$ 1,396,314	
Fargo Revenue Miles	643,393	83.82%	\$ 1,170,327
West Fargo Revenue Miles	37,875	4.93%	\$ 68,995
NDSU Revenue Miles	86,360	11.25%	\$ 157,091
	<b>767,619</b>		
<b>Apportionment Calculation # 4 - Bus Incentive</b>			
9.2% of Remaining Apportionment		\$ 282,953	
Bus Passenger Miles x Bus Passenger Miles/Operating Expenses			
Fargo Passenger Miles	1,899,077	Fargo Operating Expenses	5,799,196.40
West Fargo Passenger Miles	42,706	West Fargo Operating Expenses	368,639.83
NDSU Passenger Miles	674,355	NDSU Operating Expenses	899,772.66
	<b>2,616,138</b>		<b>7,077,608.89</b>
Fargo	55.20%	\$ 156,180	621,895.66
West Fargo	0.44%	\$ 1,241	4,943.26
NDSU	44.36%	\$ 125,532	409,855.56
			1,126,694.48

**NOTE:**  
Federal Revenues will be applied to the billings for Periods 2 -13 in order to align with the payment cycles for the First Transit Invoices.

913531  
306777  
178498  
49440  
305476

5310 Allocation	\$ 241,922.28	
Total Project	\$ 302,402.85	
Mobility Management	\$ 156,915.92	
Remaing 5310 Funds	\$ 145,486.93	Capital
Local Share of Remaining	\$29,097	Capital

**5310 - Mobility Manager**  
1156-2025-2  
MM Salary 119,141.00  
Monthly 9,928.42 Periods 2-13

	Revenue Hours	%	Share
Fargo Fixed	54,468.64	44.79%	13,032.21
Moorhead/Dilworth Fixed	33,941.00	27.91%	8,120.75
West Fargo Fixed	3,205.00	2.64%	766.83
Fargo Para	19,565.64	16.09%	4,681.29
Moorhead/Dilworth Para	5,727.00	4.71%	1,370.25
West Fargo Para	4,706.38	3.87%	1,126.05
	<u>121,613.66</u>	<u>100.00%</u>	<u>29,097.39</u>