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matbus

25th Meeting of the MATBUS Coordination Committee

November 18, 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 October 22, 2026
2. Public Comment Opportunity
3. Action Items
    a. 2027 Operating and Capital Budget Change Approval – **Jordan Smith**
    b. NDDOT Capital Grant Application – **Jordan Smith**
    c. NDDOT State Aid Application – **Jordan Smith**
    d. 2027 Route Changes Public Hearing – **Cole Swingen**
        i. 2027 Minor Route Changes
4. Informational Items
    a. October Budget to Actual Review – **Jean Henning and Cole Swingen**
    b. Director Update – **Jordan Smith**
    c. Fargo Force Bus Wrap Trade Agreement – **Taaren Haak**
    d. Driver Staffing Update – **Matt Pinotti**
    e. Safety and Security Update – **Cole Swingen**
5. Other Business

Metro COG is committed to ensuring that all individuals, regardless of race, color, sex, age, national origin, disability, or income status, have access to Metro COG's programs and services. Meeting facilities are accessible to individuals with disabilities. Metro COG provides interpretation and translation services at no cost upon request. Please contact Angela Brumbaugh at 701-532-5100 at least three days prior to the meeting to request language assistance or other accommodations necessary to participate in the meeting. Requests received with less than three days' notice will be accommodated to the extent possible.

Agenda Item 1b

24th Meeting of the
MATBUS Coordination Committee
October 22, 2026 – 9:00 AM
Metro COG Conference Room/Zoom

Members Present:
Deb White, Moorhead City Council, Chair
Nikkie Gullickson, Fargo City Commission
John Strand, Fargo City Commission
Jordan Smith, Fargo Transit Director
Susan Thompson, Fargo Finance Director
Sebastian McDougall, Moorhead City Council
Jenica Flanagan, Moorhead Finance Director
Mike Brethorst, Dilworth City Administrator
Brit Stevens, NDSU Transportation Manager
Ben Griffith, Metro COG Executive Director

Members Absent:
Mike Rietz, Moorhead Assistant City Manager
Dustin Scott, West Fargo City Administrator

Others Present:
Fowzia Adde, Immigrant Development Center
Andrew Almer, MATBUS
Angela Brumbaugh, Metro COG
Mel Ell, Great Plains Food Bank
Cindy Girdner, Valley Senior Services
Josh Gordon, MATBUS
Luke Grittner, MATBUS
Haley Helmin, City of Fargo
Jean Henning, City of Fargo
Matt Pinotti, MATBUS
Cole Swingen, MATBUS
Megan Zahradka, City of Moorhead

1a. Approve Order and Contents of the Agenda
A motion to approve the agenda was made by Mr. Griffith and seconded by Mr. McDougall. The motion was voted on and unanimously approved.

1b. Review and Action on Minutes from September 16, 2026
A motion to approve the minutes for the September 2026 regular meeting was made by Mr. McDougall and seconded by Ms. Thompson. The motion was voted on and unanimously approved.

2. Public Comment Period
No members of the public addressed the committee.

3a. 2027 Operating and Capital Budget Approval
Mr. Smith stated that the capital budget portion of the agenda item would be deferred, as MATBUS had not yet finalized the capital budget in coordination with the City of Moorhead and other participating entities.

Mr. Smith presented the revised 2027 operating budget, including changes from the original proposed budget and the currently approved budget. The original proposed budget included expanded service in Dilworth. Following discussions with the City of Dilworth regarding the associated costs, it was determined that Route 9 would remain in Moorhead and service in Dilworth would not be expanded. This resulted in an increase of approximately $15,000 in Moorhead's contribution.

The currently approved budget reflects an increase of approximately $31,000 in anticipated revenues due to higher North Dakota State Aid funding. The revised budget maintains this revenue projection while incorporating additional staffing, compensation adjustments, and organizational restructuring.

Mr. Smith noted that the revised budget includes decreases of $2,054 for Fargo and $629 for West Fargo and increases of $1,786 for Moorhead and $307 for NDSU, resulting in an overall decrease of $592 in participating entity contributions.

The revised budget includes a three percent cost-of-living adjustment for employees and a 6.6 percent increase in health insurance costs. Compensation adjustments include a $21,000 market adjustment for Dispatcher/Reservationist positions, a $6,740 reclassification adjustment for the Assistant Transit Director position, and an approximately $3,570 market adjustment for the Mobility Manager position.

Proposed organizational restructuring includes:

- Replacing the Assistant Transit Director – Fleet position with a Fleet and Facilities Manager position.
- Reallocating the previously approved Road Supervisor position to establish a Procurement and Project Manager position to strengthen procurement oversight, project management, and regulatory compliance.
- Reclassifying one Dispatcher position to a Service Coordinator position to better align the position with its responsibilities.

Additional budget adjustments include nine new bus driver positions (one fixed-route, one paratransit, and seven microtransit positions), funding one previously vacant maintenance technician position, increasing the fuel budget by $122,500 to reflect anticipated fuel costs in 2027, and including the cost of CDL medical certification and recertification examinations for employees.

Mr. Smith noted that the proposed changes would be forwarded to the City of Fargo Finance, Administration and Human Resources Committee for consideration.

The committee also discussed concerns regarding future transit funding in Minnesota and the potential implications for MATBUS operations.

A motion to recommend the proposed 2027 operational budget made by Ms. Gullickson and seconded by Ms. Thompson. The motion was voted on and unanimously approved.

4a. September Budget to Actuals Review
Ms. Henning reviewed MATBUS financial information through September. She noted that revenues continued to be below budget, primarily due to the timing of grant reimbursements. The Section 5307 grant was under review by the Federal Transit Administration (FTA), with federal reimbursements anticipated by the end of the year. Approximately $268,000 in North Dakota State Aid funding had recently been drawn, with another draw anticipated before year-end.

Ms. Henning noted that property insurance expenses of approximately $41,000 and auto insurance expenses of approximately $227,000 were recorded during September. Payments from participating entities continue to reflect a one-month lag.

Year-to-date expenses were approximately $218,000 below budget. Savings in health insurance costs continued to help offset overtime expenses. Approximately $190,000 had been drawn from the mobility grant, and federal reporting was expected to be completed by the end of the month.

Mr. Swingen reviewed year-over-year operating statistics. Fargo ridership decreased by approximately 15 percent, with the elimination of Route 16 and increased fares identified as contributing factors. West Fargo ridership decreased by approximately 21 percent, Moorhead ridership increased by 5.6 percent, and NDSU ridership decreased by 3.1 percent. Mr. Swingen also noted relatively small variances in revenue hours.

4b. Director Update
Mr. Smith provided updates on several MATBUS activities and initiatives.

MATBUS staff attended the Dakota Transit Association Annual Conference in Huron, South Dakota. Three MATBUS drivers participated in the Driver Roadeo, with Tyler Ehrmann placing first and Andrew Almer placing second.

MATBUS staff also attended the Minnesota Public Transit Association Fall Conference, which provided opportunities for professional development, networking, and discussions regarding transit operations, planning, and industry best practices.

Mr. Smith reported that discussions with Metro COG continued regarding funding for the MATBUS Comprehensive Operational Analysis (COA). Potential Surface Transportation Block Grant (STBG) funding had been identified that could be flexed to FTA Section 5307 funding. The estimated project cost is $500,000, with approximately $100,000 in local matching funds required.

Mr. Smith noted that Handi-Wheels had indicated it would cease operations by the end of October 2026. MATBUS was evaluating potential impacts on regional transportation services, particularly for individuals who rely on specialized transportation.

Mr. Smith also provided an update on North Dakota legislative transit funding. Although a legislative subcommittee did not advance a recommendation, separate legislation was being developed to establish a more permanent and sustainable funding mechanism for public transit in North Dakota.

A working group has been established to review and update the Master Joint Powers Agreement between Fargo and Moorhead. The group will meet biweekly, with the goal of completing the review and obtaining the necessary approvals by the end of 2026.

MATBUS is coordinating with the FTA regarding the remaining federal interest in the Ground Transportation Center (GTC) facility and property. Discussions include appraisal requirements and the potential implications of redeveloping or replacing the facility.

Planning and implementation efforts continue for the Moorhead microtransit service expansion scheduled for 2027. Weekly implementation meetings have been established to coordinate service planning, technology, operations, and launch preparations.

4c. City of Fargo Opportunities Under Transit (OUT) Program Update
Mr. Smith provided an overview of the Opportunities Under Transit (OUT) Program, which provides bus passes to qualifying low-income individuals through Community Development Block Grant (CDBG) funding. Eligible individuals may receive up to four bus passes per year.

The City of Fargo previously participated in administering the program but no longer does so. Mr. Smith noted that the program created a significant administrative workload for transit and planning staff and that available funding was exhausted by October.

Beginning with the 2026 funding cycle, applicants are also required to provide proof of U.S. citizenship to qualify for the program. This additional requirement may create barriers for some individuals who otherwise meet income eligibility requirements.

Mr. Smith recommended exploring the feasibility of reinstating the OUT Program in Fargo, including evaluating available CDBG funding, administrative responsibilities, staffing impacts, and eligibility requirements.

While MATBUS recognizes the transportation needs of individuals served by community organizations, staff does not recommend providing free rides in response to requests from individual organizations. Providing transportation assistance through an established, funded program with consistent eligibility requirements would offer a more structured approach.

4d. Driver Staffing Update
Mr. Pinotti provided the committee with an overview of driver staffing. As of October 16, MATBUS had seven vacant positions, three drivers on leaves of absence, one driver in training, and three contingent offers. MATBUS was averaging two to three daily call-outs and four drivers using paid time off each day. No additional vacancies were anticipated at the time of the report.

4e. Safety and Security Update
Mr. Swingen provided the committee with an overview of safety and security incidents reported during September. Ten incidents were reported, including four verbal altercations, two trespass/passenger removal incidents, two medical episodes, and two incidents involving public intoxication.

Mr. Swingen also highlighted a September 26 incident involving a passenger carrying a stick with a knife attached to it. Security personnel responded and escorted the passenger off the bus.

4f. Quarterly Ridership Update
Mr. Grittner presented information comparing MATBUS ridership and service levels for January through September 2025 and 2026. He noted that ridership can fluctuate for a variety of reasons, including detours, route changes, and other service adjustments.

Systemwide fixed-route ridership decreased by 7.8 percent compared with the same period in 2025. Minnesota ridership decreased by 6.1 percent, while North Dakota ridership decreased by 10.3 percent.

Paratransit ridership increased by 0.1 percent. Industrial Park On-Demand service was eliminated at the beginning of 2026, while NDSU On-Demand ridership decreased by 30.1 percent. U-Pass ridership increased at Concordia College and M State, while ridership decreased at MSUM and NDSU.

Minnesota experienced a decrease of approximately 267 fixed-route revenue hours, while North Dakota experienced a decrease of approximately 2,574 fixed-route revenue hours compared with the same period in 2025. Systemwide fixed-route revenue hours decreased by 3.7 percent.

5. Other Business
No additional business was brought before the committee.

Chair White adjourned the meeting at 10:12 AM.

Memorandum

To: MATBUS Coordination Committee

From: Jordan Smith – Transit Director

Date: November 18, 2026

RE: ***2027 Budget***

The Transit Director recommends that the MATBUS Coordination Committee review and support the proposed organizational restructuring and related compensation adjustments reflected in the 2027 operating budget.

	Original Proposed Budget	**2027 Budget with Changes**
Total Expenses	$16,421,535	$16,435,782
Total Revenues	$5,867,489	$5,898,581
Fargo Share	$4,245,549	$4,245,673
Moorhead Share	$5,219,952	$5,203,570
West Fargo Share	$467,172	$464,786
NDSU Share	$621,372	$623,171

Proposed Changes

- Reclassify the Assistant Transit Director position to reflect its expanded responsibilities.
- Replace the Assistant Transit Director – Fleet & Facilities position with a Fleet and Facilities Manager.
- Use the previously approved Road Supervisor position to establish a Procurement and Project Manager position.
- Reclassify one Dispatcher position to Operations Coordinator.
- Apply a market adjustment to the Mobility Manager position.
- Microtransit/Paratransit Drivers hired at non-CDL rate

Memorandum

To: MATBUS Coordination Committee

From: Jordan Smith – Transit Director

Date: November 18, 2026

RE: ***NDDOT Capital Grant Application***

MATBUS staff request the Committee's support for submitting the State Fiscal Year 2028 Section 5339 Bus and Bus Facilities capital grant application to the North Dakota Department of Transportation (NDDOT). The application is due through BlackCat by noon Central Time on December 31, 2026.

The application requests $1,088,000 in federal funding for two projects that support safe and reliable transit service in Fargo and West Fargo. The $272,000 local match will come from approved capital funds.

Priority	Project	Federal request	Local match	Total cost
1	Replace four buses under 30 feet that have reached the end of their useful life	$624,000	$156,000	$780,000
2	Equip buses with an automated pedestrian collision warning system and digital mirrors	$464,000	$116,000	$580,000
	Total	**$1,088,000**	**$272,000**	**$1,360,000**

The replacement buses will help MATBUS maintain reliable scheduled service. The safety equipment will improve operator visibility and provide earlier alerts when pedestrians or bicyclists are at risk of entering the bus's path.

Recommended motion

Move to support the City of Fargo's submission of the State Fiscal Year 2028 Section 5339 capital grant application to NDDOT for bus replacements and safety equipment.

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FY2028 - Section 5339 Bus & Bus Facilities Program July 1, 2027 – June 30, 2028		
Agency Name	**City of Fargo**	
Agency Contact	**Jordan Smith**	
Unique Entity ID #	**K2QJQZVH5PM6**	Sam.gov expiration date: **10/15/2027**
Deadline to submit	**December 31, 2026, 12:00pm CT**	

GENERAL INFORMATION

1. Provide a detailed description of the transportation services your agency currently provides and any plans for increasing services, expanding service area and increasing ridership. (include days and hours of service, fare structure, total active and spare vehicles in service, type of service being provided, transportation provided to what counties and communities in your service area, etc.).

The City of Fargo operates MATBUS, which provides public transportation in Fargo and West Fargo in Cass County, North Dakota. MATBUS offers scheduled fixed-route bus service, ADA complementary paratransit, and on-demand service for North Dakota State University (NDSU) students. These services connect residents to employment, education, healthcare, shopping, and other essential destinations.

Fixed-route bus service. MATBUS operates scheduled routes in Fargo and West Fargo using wheelchair-accessible buses. Systemwide fixed-route hours are 6:15 a.m. to 10:15 p.m. Monday through Friday and 7:15 a.m. to 10:15 p.m. Saturday. Hours vary by route, with holiday closures and reduced hours on Christmas Eve. The standard one-way fare is $2.00. A reduced fare of $1.00 is available to eligible older adults, people with disabilities, Medicare cardholders, and K–12 students. MATBUS also offers daily and weekly passes, fare capping through MATBUS Connect, and fare-free rides for eligible participants through college U-Pass agreements.

ADA complementary paratransit. MAT Paratransit provides reservation-based transportation for eligible individuals whose disabilities prevent them from using fixed-route service for some or all trips. In North Dakota, riders may schedule pickups and drop-offs within the city limits of Fargo and West Fargo. Service operates from 6:15 a.m. to 10:15 p.m. Monday through Friday, 7:15 a.m. to 10:15 p.m. Saturday, and 7:00 a.m. to 5:00 p.m. Sunday, with holiday exceptions. The standard one-way fare is $4.00. Personal care attendants accompanying eligible riders travel free. Limited Sunday service is also available to the general public at $25.00 per trip.

NDSU on-demand service. MATBUS Flex provides fare-free evening transportation for eligible NDSU students within a designated service area that includes the main campus and R.H. Barry Hall in

downtown Fargo. Service operates on weekdays when classes are in session from 6:45 p.m. to 10:15 p.m. Students can request rides through the MATBUS Flex app or by phone.

Service expansion and ridership growth. MATBUS plans to begin a Comprehensive Operational Analysis in 2027. In Fargo and West Fargo, the analysis will help identify where population and employment growth may warrant expanded coverage, more frequent service, or new connections. It will evaluate route alignment, travel times, transfer patterns, and where on-demand service could connect riders to the fixed-route network. The goal is to grow ridership by making trips to jobs, schools, healthcare, and other essential destinations more direct and convenient. MATBUS will track passenger trips, vehicle revenue hours, and trips per revenue hour to measure the results of service changes.

2. Provide a detailed explanation of each project and how and why this request is important to your agency and how it will improve or provide for future service to citizens in the communities/counties you provide service.

The City of Fargo is requesting Section 5339 funding to replace four MATBUS buses that are each less than 30 feet in length. All four buses have reached the end of their useful life. The project will replace the vehicles on a one-for-one basis and preserve the fleet capacity MATBUS needs to provide dependable service in Fargo and West Fargo in Cass County, North Dakota.

Timely replacement reduces the risk of age-related mechanical failures and extended repairs that can take vehicles out of service. Replacing all three buses will help MATBUS maintain enough vehicles to cover scheduled service and reduce the need to pull spare vehicles into service when breakdowns occur. Keeping spare vehicles available also gives MATBUS the flexibility to take buses out of service for preventive maintenance while continuing to serve riders.

For residents who rely on MATBUS to get to work, school, medical appointments, grocery stores, and other essential destinations, the benefit is more dependable transportation. The replacement buses will help MATBUS maintain accessible service, reduce the risk of missed trips caused by vehicle breakdowns, and sustain service in Fargo and West Fargo in the years ahead.

The City of Fargo is requesting Section 5339 funding to equip MATBUS buses serving Fargo and West Fargo in Cass County with an automated pedestrian collision warning system and digital mirrors. The project will improve operator visibility and provide earlier warning when a pedestrian or bicyclist is at risk of crossing into the bus's path.

The system uses cameras and sensors to monitor areas in front of and alongside the bus, including blind spots where pedestrians and bicyclists can be difficult to see. When the system detects a potential conflict, it provides visual and audible alerts so the operator can slow or stop the bus. Digital mirrors use exterior cameras to display live side views on monitors inside the cab. These views help operators see along both sides of the bus, including in low light and inclement weather.

This investment addresses a risk MATBUS operators encounter every day. Buses make frequent turns and pull into and out of stops where people are walking, biking, or waiting to board. A pedestrian can be temporarily obscured by a windshield pillar during a turn, and a bicyclist approaching alongside the bus can be difficult to see as it pulls away from a stop. Better visibility and earlier warnings give operators more time to respond in these situations. Installing the system will help MATBUS reduce collision risk as it continues to provide service to residents, workers, and students in Fargo and West Fargo.

3. What percentage of change in ridership has your agency experienced since the last application? Provide a brief explanation of the reason for the change in ridership.
Demand Response ☐ Increase ☒ Decrease **-37.5%** The elimination of the industrial park microtransit service area has decreased total ridership significantly. There has also been a slight decrease in usage on the NDSU microtransit service. **Fixed Route Service (with Para Transit)** ☐ Increase ☒ Decrease Fixed Route (ND only) **-11.2%**, Paratransit **1.2%** Provide an explanation for the change: The main drivers of the decrease in fixed route ridership are the elimination of Route 16 and the increase in cash fares, both of which took effect at the beginning of 2026. We estimated a decrease in ridership of approximately 10% when forecasting these changes. Paratransit saw a slight increase due to year over year population increases and an increase in eligible paratransit riders.
4. Explain where in your current 3-5 Year Plan OR Transportation Development Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.
2027 – 2030 Transportation Improvement Plan. Section 3 – Detail Project Listing, Page 37

INSURANCE	
8. What is the timeframe of your automobile and commercial general insurance?	Automobile: 1/1/2027-1/1/2028 Commercial General: 1/1/2027-1/1/2028
a. What is the total anticipated cost of vehicle insurance for this contract (July 1, 2027-June 30, 2028)	$213,489
b. What is the total anticipated cost of commercial general insurance for this contract (July 1, 2027-June 30, 2028)	$136,433
c. Is your agency facility or facilities location in a FEMA floodplain? FEMA Flood Map Service Center | Welcome!	☐ Yes ☒ No
****Upload either proof of flood insurance or documentation confirming the property is outside the floodplain to the "Resources" section in BlackCat.	

Ridership and Fleet Information

***Report actual ridership numbers, revenue miles and revenue hours for SFY2026 & 2025.**

***Enter current fleet information below.**

***Current fleet and mileage information MUST also be updated in BlackCat Inventory.**

	SFY2026 - Ridership and Fleet Information	SFY2025 - Ridership and Fleet Information
Number of Annual Ridership (Trips) Provided	831,506	923,789
Number of Annual Revenue Hours	93,107	102,104
Number of Annual Revenue Miles	1,121,387	1,245,238
Number of Vehicles in Fleet	44	44

Local Match & Total Funding Request

In the table below, list requested projects by priority and specify in detail the sources and dollar amounts of Local Match funding (State Aid, Mill Levy, Other Directly Generated Funds, etc.) that are available to be used towards each vehicle project.

Local match listed here cannot be already targeted as match for a FY2028 5310 or 5311 applications. Farebox revenue cannot be used as Local Match.

Documentation of sources of Local Match (including State Aid) MUST be attached, or it will not be considered. Documentation must include a financial obligation amount. This amount may be an estimation or record of the previous amount provided to the transit agency and requires a signature of the organization providing the local share. Without a financial amount and required signature, such local amounts won't be considered as supporting match. Federal funds will only be awarded if sufficient match is provided.

This project ranking should match your prioritization in BlackCat (add additional lines as needed).

Ranking	Project	Federal Dollars Requested	Local Match Needed	Sources of Local Match
1	4 Replacement <30ft Bus	$624,000	$156,000	Approved Capital Funds
2	Pedestrian Collision Avoidance System	$464,000	$116,000	Approved Capital Funds
3				
4				
5				

Section 5339 Application Checklist and Signature Page	
Applicants must submit the following (check when complete):	
☐	5339 Application;
☐	Upload document(s) showing sources and amounts of local match funds – Signed letters from source(s) of local match showing sources and amounts, FY2026 State Aid Contract or award letter, mill levy, city funds, etc.;
☐	Update equipment information, mileage, condition, maintenance, etc. in BlackCat Inventory – ***MUST be within the last 3 months*;**
☐	Update facility information, condition, maintenance, etc. in BlackCat Inventory ***- MUST be within the last 3 months*;**
☐	Update vehicle information, mileage, condition, maintenance, etc. in BlackCat Inventory **- *MUST be within the last 3 months*;**
☐	Certify and upload a current Authorizing Resolution form (only complete if there has been a change to your agencies signing authority or board president since the last application);
☐	Upload your annual registration from the System for Award Management (SAM.gov) to the application forms;
☐	**NEW:** Upload your FEMA floodplain documentation FEMA Flood Map Service Center | Welcome! (if applicable);
☐	Complete and include the FTA Categorical Exclusion Worksheet (if applicable);
☐	Upload current approved Indirect Cost Rate and Cognizant Agency Approval Letter in the application documents (if applicable);
☐	Update Transit Board Members information in BlackCat;
☐	**NEW:** Transit Board meeting minutes approving this application submittal;
☐	Complete and include the NDDOT ITS Architecture Checklist Systems Engineering Compliance (SFN 60212), (if applicable);
☐	Upload your 3-5 Year Plan OR Transportation Development Plan in the application forms;
☐	Upload current proof of insurance in the form of Confirmation of Coverage OR Certificate of Insurance for automobiles and commercial general liability, if required. This is required for all Non-Profit and For-Profit agencies. Commercial general liability and automobile liability insurance minimum limits or liability required are $500,000 per person and $2,000,000 per occurrence.
	The following documents MUST be current and uploaded into BlackCat Resources:

	☐ **Title VI Plan** ☐ **Procurement Plan**	☐ **Maintenance Plan (Facility /Vehicle)** ☐ **Drug & Alcohol Plan** ☐ **TAM Plan**

Memorandum

To: MATBUS Coordination Committee

From: Jordan Smith – Transit Director

Date: November 18, 2026

RE: ***NDDOT State Aid Application***

MATBUS staff request the Committee's support for submitting the State Fiscal Year 2028 State Aid application to the North Dakota Department of Transportation (NDDOT). The application is due through BlackCat by noon Central Time on December 31, 2026.

State Aid is formula-based funding that supports MATBUS transit service in North Dakota. Following NDDOT's instructions, MATBUS will use its State Fiscal Year 2027 award of $649,416 as the estimated amount in the State Fiscal Year 2028 application. NDDOT will determine the final allocation through its funding formula.

Recommended motion
Move to support MATBUS staff's submission of the State Fiscal Year 2028 State Aid application to the North Dakota Department of Transportation.

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SFY2028 – State Aid for Public Transit

Agency Name	**City of Fargo**	
Agency Contact	**Jordan Smith**	Phone: **(701) 476-5940**
Unique Entity ID#	**K2QJQZVH5PM6**	Sam.gov expiration date: **October 15, 2027**

This form must be completed if you are requesting **State Aid** funding. You must also request the State Aid Project in BlackCat and estimate a dollar amount based on your FY 2027 awarded funds.

- All applications are due **December 31, 2026, 12:00pm CST**.
- The NDDOT transit staff are available to provide guidance and answer any questions on the application process. E-mail: bhanson@nd.gov, jamsayler@nd.gov, ryasonetti@nd.gov, or sming@nd.gov .

General Information

1.What type of services does your agency provide? (days and hours of service, fare structure, total vehicles your agency has in service, type of service provided, counties and communities in your service area).

The City of Fargo provides fixed route transportation services within Fargo and West Fargo, ND (Cass County), provides microtransit services on the North Dakota State University campus, and provides complimentary paratransit services within the entire metro area (The City of Moorhead, MN contracts with the City of Fargo for fixed route, microtransit and paratransit services). The City of Fargo is the designated 5307 direct recipient of FTA grants in the area. There is a successful U-Pass and circulator program with North Dakota State University, coordination with several transportation providers in the area, and on-going efforts to evolve the agency and meet changing demands, including expanding micro-transit/on-demand services.

Services include fixed route and paratransit - hours of operation are 6:15 am to 10:15 pm M-F and 7:15 am to 10:15 pm on Saturday. One micro-transit/on-demand service operates in a zone around the NDSU campus only in the evening M-F (6:45 pm - 10:15 pm) during the academic year. While Sunday paratransit service is not required due to fixed route service not operating. The Cities of Fargo and West Fargo, ND choose to make limited service available during the hours of 7:00 am and 5:00pm for people who are eligible for Paratransit

Service. Fares on fixed route are $2.00 for adults, $1.00 for seniors, people with disabilities, and youth; fares on paratransit are $4.00.

We currently have 29 fixed route vehicles,13 paratransit vehicles and 2 microtransit vehicles for services - peak VOMS are 17 on fixed route and 15 on paratransit. We serve Cass County and, through our agreement with the City of Moorhead to provide paratransit, we also serve Clay County. With the growth of the Cities, the demand for transit has grown - the last Transit Development Plan identified a need for increased service hours, Sunday fixed route service, realignment of existing routes, and service to various expansion areas. We are currently in the process of implementing recommendations from the Transit Development Plan study in order to best utilize resources.

Due to structural issues with our main transfer center, we will begin a comprehensive operational analysis in 2027 to evaluate our system in even greater depth to determine a potential new transfer hub location(s), new microtransit zones, potential fare restructuring, simplification of existing fixed routes, etc.

2. Detail how public transit has benefited your community in the past year.

There are approximately 11,250 households that do not have access to an automobile in the metro area and approximately 42,000 households with one car. There are on-going efforts to reduce congestion in the metro area (transit is a logical alternative when 1 bus can take up to 50 cars off the roads). The college population in the area grows to approximately 20,000 additional people in the metro area during the academic year, placing increased demands on roads/services. Transit contributes by providing public transportation for access to employment, medical appointments, educational opportunities, and other services for transit dependent and transit choice riders.

3. Describe any changes made to your service in the past year.

A cash fare increase was implemented on January 1, 2026. This increased regular fare from $1.50 to $2.00, discount fare from $.75 to $1.00 and paratransit fare from $3.00 to $4.00

One fixed route, Route 16 was eliminated due to budgetary constraints and low usage. The microtransit zone that provided service to a local industrial park was eliminated for the same reasons. Both services ended on January 1, 2026.

Contracted bus operators and management staff transitioned to City of Fargo staff at the end of 2025/ beginning of 2026.

Longtime Transit Director Julie Bommelman retired in July, 2026. Assistant Transit Director – Fleet and Facilities, Jordan Smith replaced her in the position in August, 2026.

A number of route changes recommended by the previous Transit Development Plan will take effect in January, 2027 with other changes coming later in the year.

4. What percentage of change in ridership has your agency experienced since the last application? Provide a brief explanation of the reason for the change in ridership.

Demand Response ☐ Increase ☒ Decrease **-37.5%** The elimination of the industrial park microtransit service area has decreased total ridership significantly. There has also been a slight decrease in usage on the NDSU microtransit service.

Fixed Route Service (with Para Transit) ☐ Increase ☒ Decrease Fixed Route (ND only) **-11.2%**, Paratransit **1.2%**

Provide an explanation for the change: The main drivers of the decrease in fixed route ridership are the elimination of Route 16 and the increase in cash fares, both of which took effect at the beginning of 2026. We estimated a decrease in ridership of approximately 10% when forecasting these changes. Paratransit saw a slight increase due to year over year population increases and an increase in eligible paratransit riders.

5. What are your plans for increasing services, expanding service area(s) and increasing ridership?

We plan to increase the availability of rider facing real time bus information, including expanding our SMS/IVR bus stop program, which allows riders to call or text a number listed on the bus stop sign to receive real time information on bus arrivals.

We continue to evaluate on-time performance metrics of our routes and make minor route changes to ensure passengers are able to easily make transfers to other routes.

We will be implementing a number of recommended changes from the previously completed Transit Development Plan to increase frequency in identified areas of the metro area and to offer more one seat rides for passengers.

We will begin a comprehensive operational analysis at the beginning of 2027 to evaluate our system in great depth to determine a potential new transfer hub location(s), new microtransit zones, potential fare restructuring, simplification of existing fixed routes, etc. Recommendations from this analysis will then be implemented to increase operational efficiency, rider satisfaction and ease of use.

Ridership and Fleet Information

***Report actual ridership numbers, miles and hours for SFY2026 & SFY2025.**

***Enter current fleet information below.**

***Current fleet and mileage information MUST be also be updated in BlackCat Inventory.**

	SFY2026 - Ridership and Fleet Information	**SFY2025 - Ridership and Fleet Information**
Number of Annual Ridership (Trips) Provided	831,506	923,789
Number of Annual Revenue Hours	93,107	102,104
Number of Annual Revenue Miles	1,121,387	1,245,238
Number of Vehicles in Fleet	44	46

6. What is the purpose of the three most commonly requested trips that your clients require? (e.g. medical, shopping, employment, education, social, etc.)
1. Employment, reporting to work
2. Shopping
3. Medical Appointments

Funding Request Justification

7. Provide a detailed explanation of how and why state funding is important to your agency and how it will improve or provide for future service to citizens in your communities/counties.
State Aid has been extremely valuable to the City of Fargo. We utilize State Aid to match funds, which in turn helps reduce local share required to match available federal funds, which is critical in maximizing funding to cover valuable transit services throughout the community.

STATE AID APPLICATION CHECKLIST

Applicants must submit the following (check box when complete):	
☐	State Aid Application;
☐	Update equipment information, mileage, condition, maintenance, etc. in BlackCat Inventory – ***MUST be within the last 3 months*;**
☐	Update facility information, condition, maintenance, etc. in BlackCat Inventory ***- MUST be within the last 3 months*;**
☐	Update vehicle information, mileage, condition, maintenance, etc. in BlackCat Inventory **- *MUST be within the last 3 months*;**
☐	Update Transit Board Members information in BlackCat;
☐	**NEW:** Transit Board meeting minutes approving this application submittal;
☐	Upload your 3-5 Year Plan OR Transportation Development Plan(TDP) in the application forms;
☐	Upload current proof of insurance in the form of Confirmation of Coverage OR Certificate of Insurance for automobiles and commercial general liability, if required. This is required for all Non-Profit and For-Profit agencies. Commercial general liability and automobile liability insurance minimum limits or liability required are $500,000 per person and $2,000,000 per occurrence.

The following documents MUST be current and uploaded into BlackCat Resources:

	☐ **Title VI Plan** ☐ **Procurement Plan** ☐ **Cost Allocation Plan (if applicable)**	☐ **Maintenance Plan (Facility /Vehicle)** ☐ **Drug & Alcohol Plan**

Memorandum

To: MATBUS Coordination Committee

From: Cole Swingen – Assistant Transit Director

Date: November 18, 2026

RE: ***2027 Route Changes Public Hearing***

In accordance with MATBUS's policy on fare/service changes, a number of route changes planned for January 1, 2027 meet the definition of a Major Service Change, and as such MATBUS staff will solicit and consider public comment before implementation of any changes, and hold a public hearing at the December 7 City of Fargo Commission meeting for final approval. These changes are being brought forward in order to allow for a more efficient allocation of resources, improve passenger experience and to implement changes recommended by the 2026-2030 Transit Development Plan.

The definition of a Major Service Change is as follows:

Definition of Major Service Changes
Route or service changes are considered major if any of the following apply:

1. Elimination or addition of a route;
2. Any change in routes in excess of 25% of the route's mileage and/or annual revenue hours;
3. Changes that would reduce or eliminate service to schools, elderly/public housing, hospitals or social service agencies.

All major route changes will be subject to the public hearing process and implemented after approval by the Fargo City Commission.

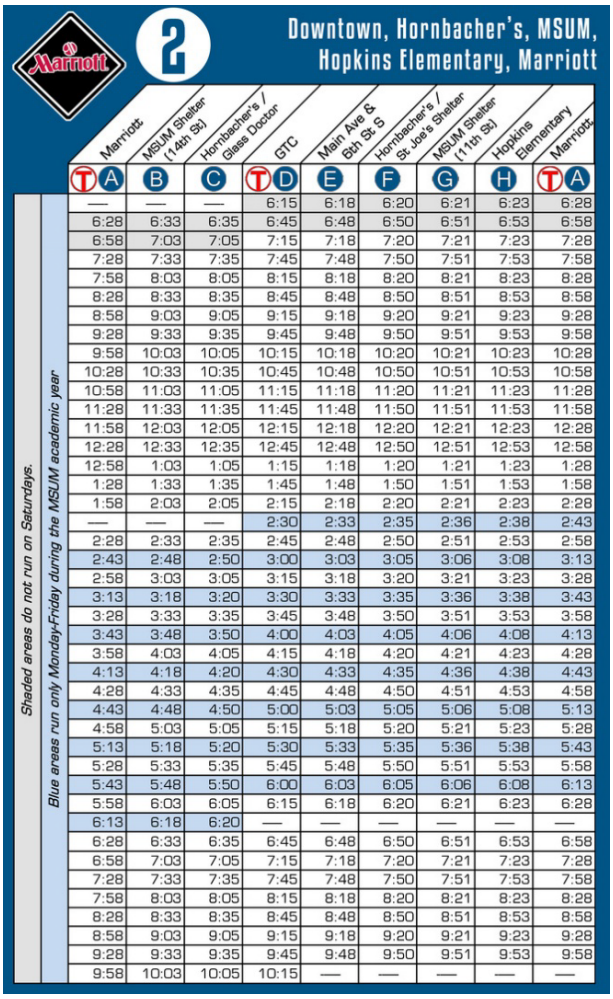
The following route changes meet this criteria:

Changes to Route 2: The proposed change would permanently eliminate the additional service on the route that runs from 2:15pm to 6:15pm during the MSUM academic year. This service was temporarily suspended for the 2026 fall semester.

Reasoning: Ridership from this route was analyzed and it was determined that the ridership seen from the additional service is extremely low compared to the regularly scheduled Route 2 service (see below). This elimination would improve operational efficiency.

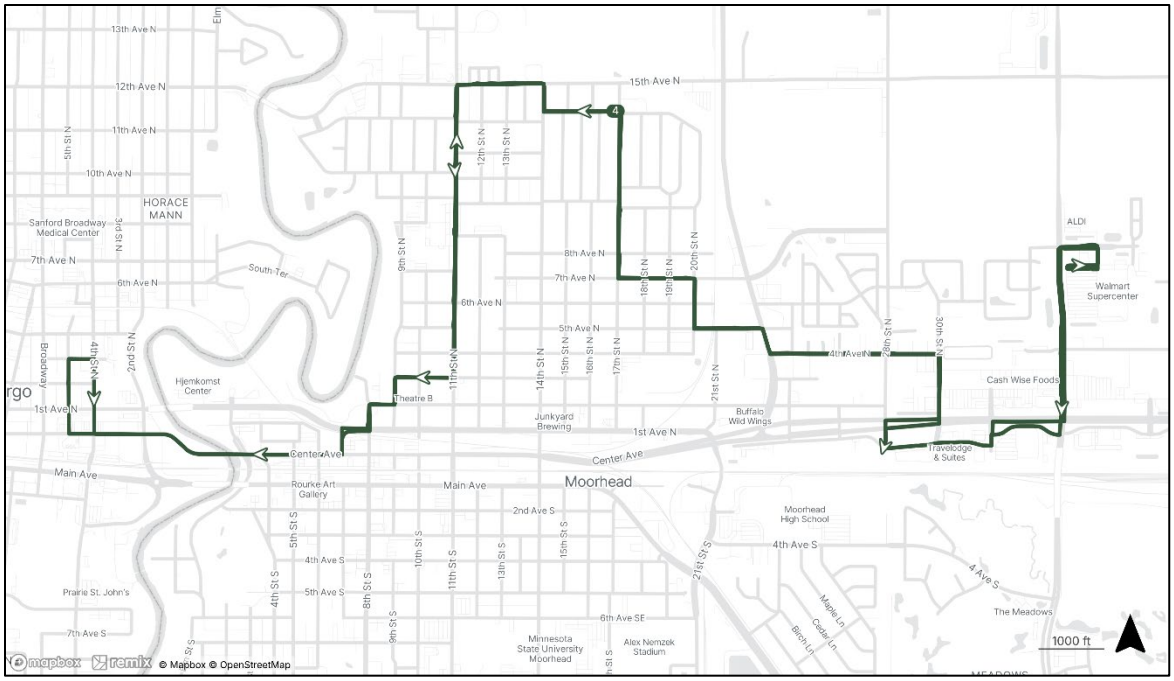
Route 2 Ridership Average Ridership by Trip Jan15-May15, 2025

	Route 2 Outbound			Route 2 Inbound			
		TOTALS			TOTALS		
	Trip-Block No.	ON	OFF	Trip-Block No.	ON	OFF	Total trip Activity
	0615- 2021	0.4	0.6	0628- 202		2.6	5.1
	0645- 2022	1.7	1.4	0658- 2021	3	5.2	11.3
	0715- 2021	2	1.6	0728- 2022	2.9	4.8	11.3
	0745- 2022	2.6	1.3	0758- 2021	4.3	7.4	15.6
	0815- 2021	3.9	2.6	0828- 2022	2.6	4.8	13.9
	0845- 2022	4.5	3.2	0858- 2021	2.1	4.5	14.3
	0915- 2021	3.7	3	0928- 2022	2.7	5.9	15.3
	0945- 2022	4.3	3	0958- 2021	4.6	8.1	20
	1015- 22	5.2	3.4	1028- 2022	3.9	6	18.5
	1045- 2021	5.2	3.1	1058- 22	4.3	7	19.6
	1115- 2022	4.5	2.9	1128- 2021	3.9	6.8	18.1
	1145- 2021	4.5	3.8	1158- 2022	4.4	7	19.7
	1215- 2022	4.9	3.4	1228- 2021	4.4	7.6	20.3
	1245- 2021	5.3	3.7	1258- 2022	4.6	6.9	20.5
	1315- 2022	5	3.4	1328- 2021	4.9	7.1	20.4
	1345- 2021	5.3	4.2	1358- 2022	3.9	7.8	21.2
	1415- 2022	6.4	2.3	1428- 2021	4.9	8.5	22.1
Route 2C	1430- 2023	1.5	1	1443- 2023	1.5	2.1	6.1
	1445- 2021	7.8	3.3	1458- 2022	6.6	8.2	25.9
Route 2C	1500- 2023	1.9	1	1513- 2023	1.3	2.1	6.3
	1515- 2022	5.4	2.8	1528- 2021	4	7.2	19.4
Route 2C	1530- 2023	1.7	1	1543- 2023	1	1.6	5.3
	1545- 2021	5.5	2.8	1558- 2022	4.1	5.9	18.3
Route 2C	1600- 2023	1.8	1.3	1613- 2023	0.9	1.7	5.7
	1615- 2022	4.3	2.8	1628- 2021	4.6	6.6	18.3
Route 2C	1630- 2023	2.5	1.5	1643- 2023	0.6	1.5	6.1
	1645- 2021	4.1	2.6	1658- 2022	2.6	4.4	13.7
Route 2C	1700- 2023	1.5	0.9	1713- 2023	0.4	1.4	4.2
	1715- 229	4.7	2.7	1728- 2021	2.1	4.5	14
Route 2C	1730- 2023	1.4	0.7	1743- 2023	0.7	1.4	4.2
	1745- 2022	6.2	2.5	1758- 229	2.7	3.3	14.7
Route 2C	1800- 2023	1.3	0.7	1813- 2023	0.2	0.6	2.8
	1815- 2021	4.3	1.8	1828- 2022	2.2	3.2	11.5
	1845- 2022	5	2.8	1858- 2021	4.1	4.6	16.5
	1915- 2021	3.5	2.3	1928- 2022	2.5	2.4	10.7
	1945- 2022	2.8	1.9	1958- 2021	2	2.8	9.5
	2015- 2021	4.4	2.1	2028- 2022	2	2.6	11.1
	2045- 2022	4	2.2	2058- 2021	2	3	11.2
	2115- 2021	3.2	1.4	2128- 2022	1.4	1.6	7.6
	2145- 2022	2.1	1.4	2158- 2021	0.7	0.9	5.1



Changes to Route 4: The proposed change would reduce the frequency of Route 4 from 30-minute to 60-minute frequency. Route 4 will no longer service 1st Ave N east of 8th St S. It will not travel on Highway 10 west of 28th St N. Areas no longer served by Route 4 will instead be served by new Route 6/Route 9 route paths.

Reasoning: This change was a recommendation from the 2026-2030 Transit Development Plan. To summarize, the plan recommended adjusting the existing Route 4 to create an express route that has a direct connection from the Ground Transportation Center to the Dilworth Walmart.

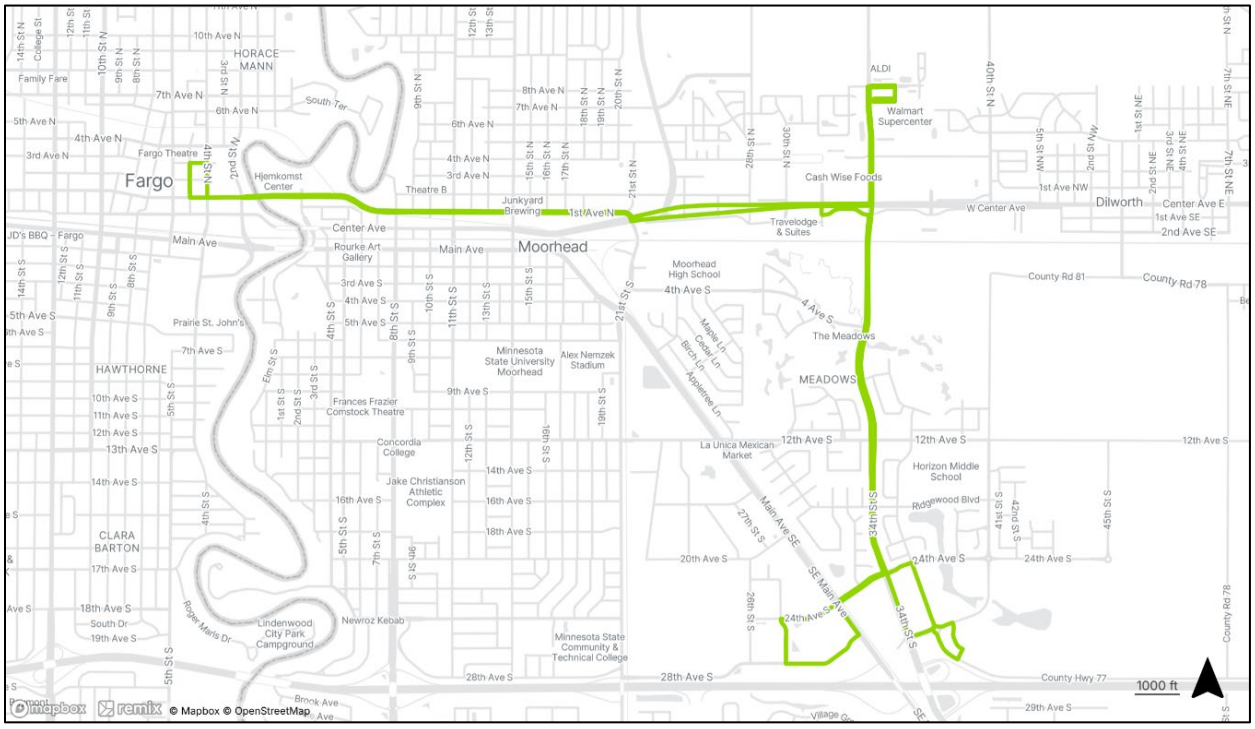


Changes to Route 9: The proposed change would extend Route 9 from a 30-minute route to a 60-minute route and connect directly to the Ground Transportation Center through an "express" portion of the route between the GTC and the Dilworth Walmart. This route change will also remove service from the Vista Center parking lot and from the Dorothy Dodds Elementary area and add service to 34th St Cir S.

Reasoning: This change was a recommendation from the 2026-2030 Transit Development Plan. To summarize, the plan recommended adjusting the existing Route 4 to create an express route that has a direct connection from the Ground Transportation Center to the Dilworth Walmart. That route would then switch to Route 9 and service south Moorhead, allowing a "one seat ride" and eliminating the need to transfer between bus routes to travel between south Moorhead and Fargo.

The decision to remove service from the Vista Center parking lot was made to increase the route's on-time performance and to avoid route deviation. Currently Route 9 enters the Vista Center parking lot Monday – Thursday from 8:00am to 12:30pm. Riders can call and request that the bus services the parking lot outside of these hours.

The decision to remove service from Dorothy Dodds Elementary area was made due to the area having low ridership.



Informational Display: An informational display on the proposed route and service changes, as well as comment cards, will be in the lobby of the Ground Transportation Center from November 20 – December 3 2026. Written comments may be turned into a MATBUS staff member and will be considered by staff prior to the final recommendation to the Fargo City Commission.

These proposed route changes are in addition to other route changes that do not meet the definition of a major service change. A list of these changes is included in the 2027 Minor Route Changes memo.

All proposed changes have been forecasted in the 2027 budget.

Recommendation

MATBUS staff recommend that the MATBUS Coordination Committee review and support the proposed route changes and allow staff to begin the comment soliciting/public hearing process.

Memorandum

To: MATBUS Coordination Committee

From: Cole Swingen – Assistant Transit Director

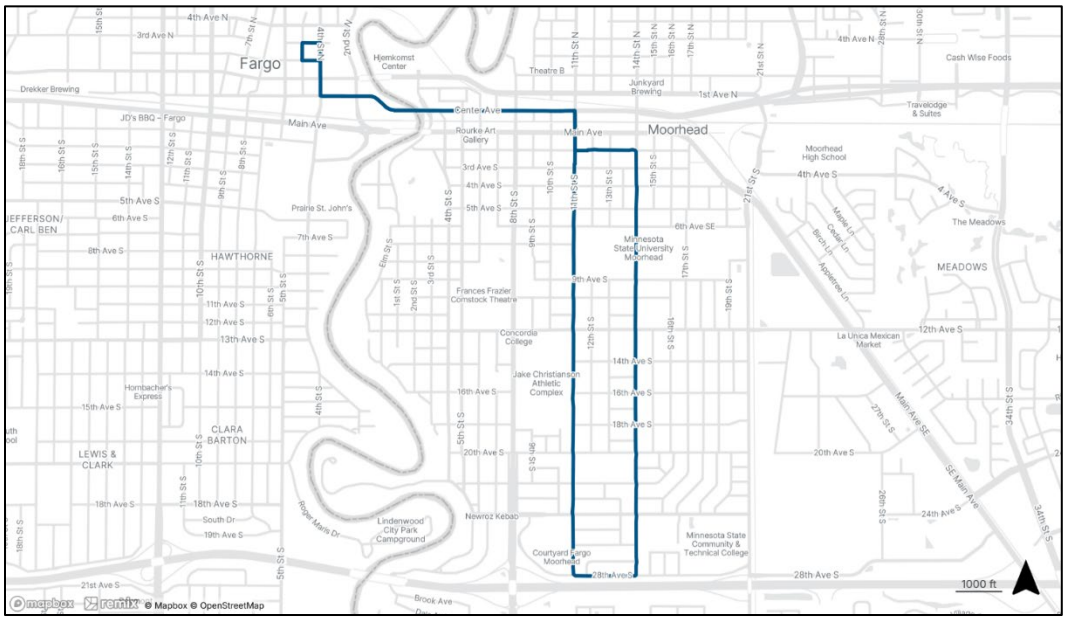
Date: November 18, 2026

RE: ***2027 Minor Route Changes***

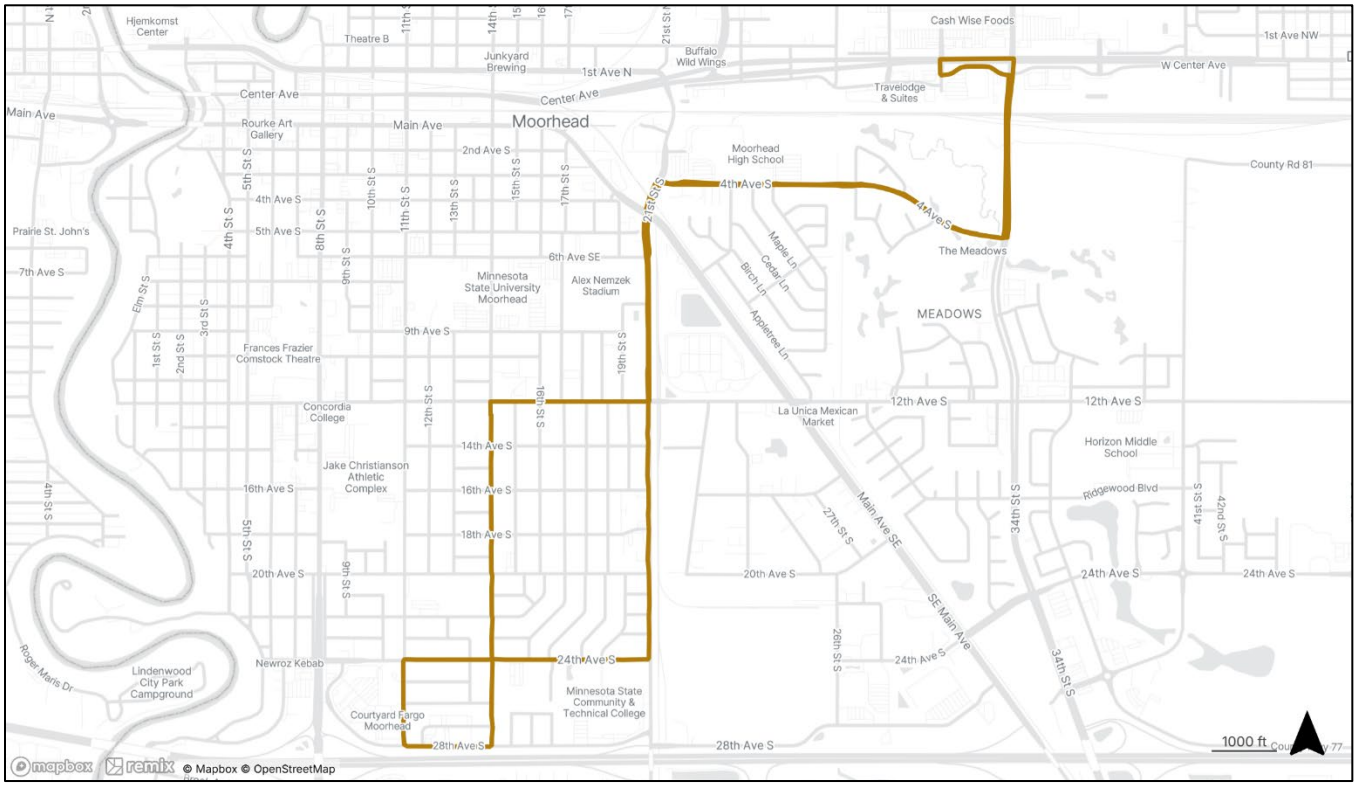
In addition to proposed route changes that require a public hearing, there are a number of route changes that do not meet the definition of a major service change. A list of these changes can be seen below.

These changes are being brought forward in order to allow for a more efficient allocation of resources, improve passenger experience, increase on-time performance, increase the safety of drivers/passenger and to implement changes recommended by the 2026-2030 Transit Development Plan.

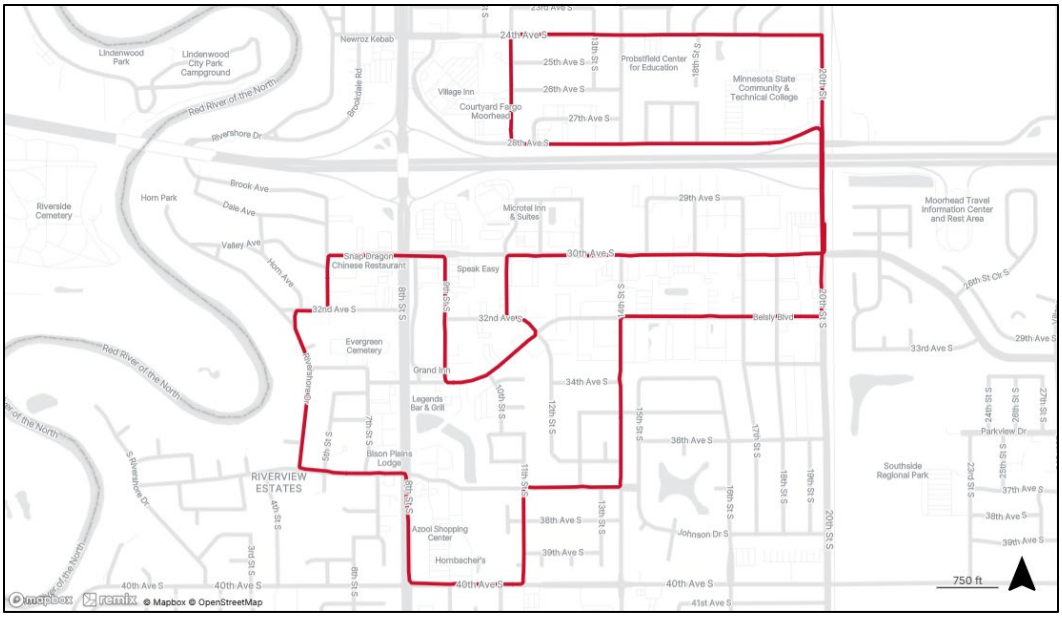
Changes to Route 2: It is proposed that Route 2 will no longer travel on Main Ave after departing the GTC, but will instead travel on Center Ave to 11th St S, where it will turn right and return to the existing route path.
Reasoning: This change is being made to increase on-time performance and decrease the total time needed to complete the route.



Changes to Route 3: It is proposed that Route 3 will no longer travel on 12 Ave S east of 20th St and will no longer travel on 34th St S south of 4th Ave S. Route 3 would instead travel bi-directionally on 20th S and 4th Ave S.
Reasoning: This change is being made to increase on-time performance and to avoid the safety concern of crossing sets of railroad tracks at 12th Ave S & 20th St S and at 12th Ave S & Main Ave. A portion of the eliminated area will still be serviced by Route 9. This change is expected to affect about 3% of the route's total riders.



Changes to Route 5: It is proposed that Route 5 will no longer travel through the M-State parking lot.
Reasoning: This change is due to many instances of buses getting stuck in snow or hitting parked cars in the parking lot. M-State will still be serviced on the south side of the campus. M-State staff were contacted about this change and they did not foresee any issues.

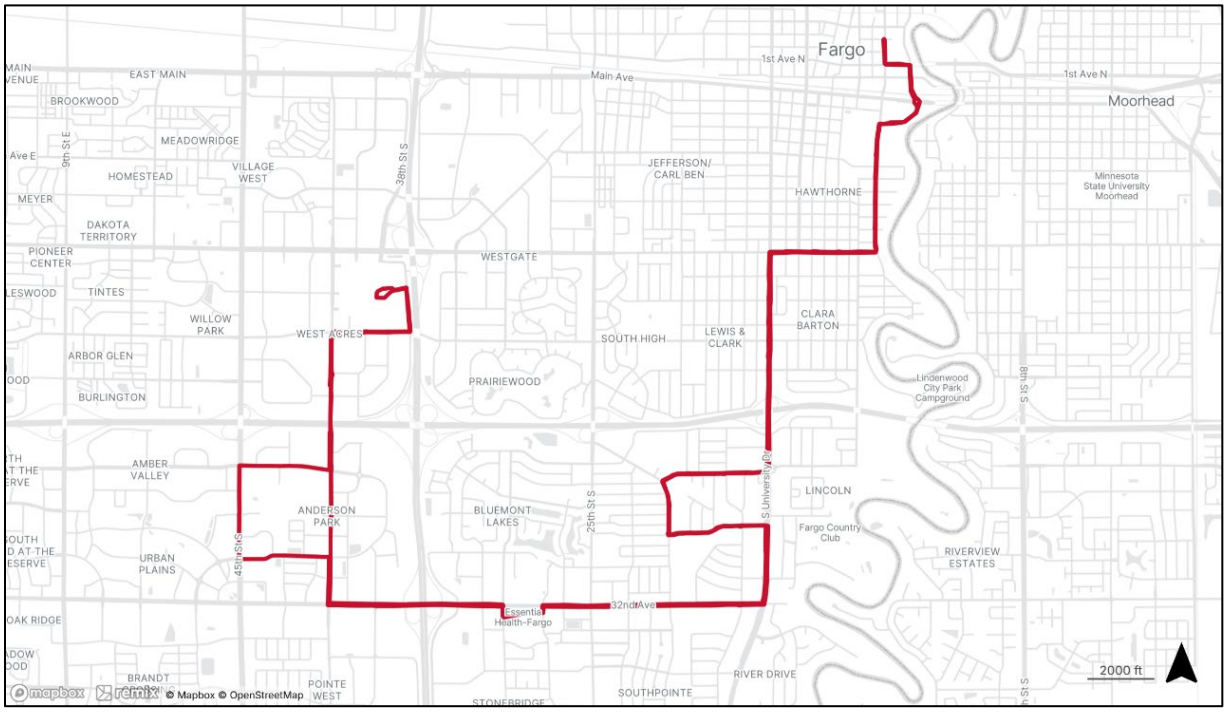


Changes to Route 6: It is proposed that Route 6 will be extended from a 30-minute route to a 60-minute route and connect directly to the Ground Transportation Center through an "express" portion of the route between the GTC and the Dilworth Walmart. Between Route 6 and Route 9, there will be 30-minute frequency between the GTC and Dilworth Walmart.
Reasoning: This change was a recommendation from the 2026-2030 Transit Development Plan. To summarize, the plan recommended adjusting the existing Route 4 to create an express route that has a direct connection from the Ground Transportation Center to the Dilworth Walmart. That route would then switch to Route 6 and service Dilworth, allowing a "one seat ride" and eliminating the need to transfer between bus routes to travel between Dilworth and Fargo.



Changes to Route 14: The following route path change is proposed - Outbound: Route 14 will continue on 42nd St S towards West Acres. Inbound: Route 14 will turn right from 42nd St S onto 23rd Ave S, left onto 45th St S, left onto 30th Ave S, right on 42nd St S and return to its existing route path.

Reasoning: Route 14's route path will be adjusted to avoid the unprotected left turn from 30th Ave S onto 42nd St S.



MATBUS-AGENCY REVIEW **Budget to Actuals**
BUDGET TO ACTUALS- NOVEMBER 2026
OPERATING

		Final Period 15			2026-OCTOBER			2026-OCTOBER YTD			
	OPERATING REVENUE:	2025 Budget	2025 Actual	Variance	October Budget	October Actual	Variance	October Budget	October Actual	Variance	2026 Budget
1	FTA Section 5307 & 5310 Funding:	$3,938,256	$4,896,005	$957,749	$264,488	$190,217	-$74,271	$2,644,880	$224,175	-$2,420,705	$3,173,887
2	ND State Aid	$564,991	$816,925	$251,934	$86,859	$268,513	$181,654	$868,590	$790,023	-$78,567	$1,042,324
3	Fixed Route Fare Revenue	$925,272	$575,293	-$349,979	$70,706	$46,297	-$24,409	$707,060	$695,951	-$11,109	$848,490
4	Advertising	$100,000	$84,128	-$15,873	$10,575	$2,600	-$7,975	$105,750	$47,863	-$57,888	$126,915
5	Paratransit Fare Revenue	$206,750	$189,272	-$17,478	$19,633	$22,036	$2,403	$196,330	$204,963	$8,633	$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	$526	$54	$4,720	$4,445	-$275	$5,670
8	U Pass Revenue	$175,000	$156,618	-$18,382	$8,850	$0	-$8,850	$88,500	$108,409	$19,909	$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	$25,000	$52,014	$27,014	$30,000
11	Pcard Rebates	$15,000	$11,865	-$3,135	$1,250	$0	-$1,250	$12,500	$8,797	-$3,703	$15,000
12	Miscellaneous Revenue	$2,550	$6,671	$4,121	$583	$0	-$583	$5,830	$907	-$4,923	$7,000
13	Fargo Payments from Partners-Fixed Route	$4,707,906	$4,478,563	-$229,344	$370,943	$437,031	$66,088	$3,709,430	$3,076,493	-$632,937	$4,451,316
14	Fargo Payments from Partners-Paratransit	$860,670	$782,444	-$78,226	$65,927	$46,740	-$19,187	$659,270	$599,801	-$59,469	$791,151
15	Fargo Payments from Partners-Microtransit	$40,486	$54,636	$14,150	$6,057	$13,352	$7,295	$60,570	$51,099	-$9,471	$72,687
16	**Fargo Local Share**	$3,748,323	$3,748,323	$0	$360,751	$360,751	$0	$3,607,510	$3,607,513	$3	$4,329,016
	Total Revenue	**$15,347,803**	**$15,872,355**	**$524,552**	**$1,269,594**	**$1,388,063**	**$118,469**	**$12,695,940**	**$9,472,452**	**-$3,223,488**	**$15,235,266**
	OPERATING EXPENSES:										
1	Administration	$1,870,508	$1,913,817	-$43,309	$250,546	$248,745	$1,801	$1,868,347	$1,859,637	$8,710	$2,275,211
2	Fixed Route	$8,562,047	$8,073,628	$488,419	$778,431	$748,948	$29,483	$5,906,080	$5,673,497	$232,583	$7,184,807
3	Paratransit	$1,834,227	$2,024,064	-$189,837	$226,523	$222,329	$4,194	$1,680,548	$1,671,971	$8,577	$2,047,026
4	Microtransit	$207,380	$265,640	-$58,260	$2,225	$4,397	-$2,172	$21,099	$29,850	-$8,751	$25,388
5	Mobility Management	$147,439	$139,867	$7,572	$17,310	$15,751	$1,559	$125,178	$120,114	$5,064	$152,743
6	Planning	$95,615	$78,412	$17,202	$9,389	$13,910	-$4,521	$73,036	$105,321	-$32,285	$88,725
7	Building Operating	$211,559	$189,945	$21,614	$19,850	$30,098	-$10,248	$198,500	$192,747	$5,753	$238,191
8	Building Preventative Maintenance	$242,391	$236,099	$6,292	$31,671	$29,291	$2,380	$285,669	$273,651	$12,018	$344,558
9	Vehicle Operating	$85,500	$52,339	$33,161	$4,019	$4,310	-$291	$40,190	$31,213	$8,977	$48,235
10	Vehicle Preventative Maintenance	$2,996,640	$2,871,623	$125,017	$291,476	$262,719	$28,757	$2,344,653	$2,316,522	$28,131	$2,843,170
	Total Expenses	**$16,253,305**	**$15,845,435**	**$407,871**	**$1,631,440**	**$1,580,497**	**$50,943**	**$12,543,300**	**$12,274,523**	**$268,777**	**$15,248,054**
	REVENUE-EXPENSES	**-$905,502**	**$26,920**	**$932,423**	**-$361,846**	**-$192,434**	**$169,412**	**$152,640**	**-$2,802,071**	**-$2,954,711**	**-$12,788**
	PURCHASE OF SERVICE-September (October Billing)										
	Fargo	$5,655,254	$5,603,387	$51,867	$360,972	$606,948	-$245,976	$3,609,722	$3,991,362	-$381,640	$4,331,666
	Moorhead	$4,362,111	$4,279,545	$82,566	$346,768	$435,512	-$88,744	$3,467,681	$3,333,677	$134,004	$4,161,218
	West Fargo	$387,787	$340,139	$47,648	$37,619	$61,202	-$23,583	$376,192	$401,787	-$25,594	$451,431
	NDSU	$767,858	$695,959	$71,899	$69,986	$124,121	-$54,135	$559,887	$612,764	-$52,877	$699,858

Foot Notes:
1. Budget to Actuals will experience timing Issues month to month
2. Moorhead grant revenues not reflected above in FTA & State Aid

Notes:
REVENUE
2026 YTD Comments
2026 Federal Operating grant sub-allocation letter in process.
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 $314k over budget expect that to taper off.
Diesel fuel under budget $50k 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**

Grants in process:		
Fargo 5307	**$2,171,706**	**Fargo Operating**
Fargo - Moorhead 5339	**$471,470**	**Road Sup/Micro/Ped Warning**
Fargo NDDOT Sub-Allocated	**$1,000,000**	**Video Surveillance/Shelters**

Grant Status	Funding	Available to Draw	Status
North Dakota-Operating			
ND State Aid	$1,074,053	$805,541	Will draw December 2026.
Minnesota-Operating			
FY22 & FY23 Operating	$2,226,274	$2,225,274	
FY20 & FY21 Operating	$694,000	$380,661	
CARES Operating	$2,503,844	$1,008,743	
ARP Operating	$992,279	$11,710	
FY 2026 MNDOT Fixed	$3,142,265	$785,566	MNDOT Quarterly
FY 2026 MNDOT Para	$573,495	$143,374	MNDOT Quarterly
North Dakota Capital			
Sub-Allocated ND FY23 5339	$2,739,100	$2,657,184	4 Buses, Para Expansion
FH18 FHWA STBG & FY22	$1,792,000	$228,467	1 Para Replacement
FY20,FY21 & FY22 5339	$456,672	$216,697	MTG Improvements
Minnesota Capital			
FY19 5307 FY22 STBG	$142,294	$8,926	Shelters
FY20 & FY22 5339 Capital	$661,634	$235,837	Capital: MTG Imp., Shelters
FY21 &FY22 5307 Capital	$233,250	$170,078	Vehicles, shelters, fare media
MNDOT Capital	$80,000	$80,000	2 Senior Vans
MNDOT Misc. Projects	$183,600	$183,600	2 Shelters, Collision Avoidance
Large UZA			
Enhanced Mobility-2024	$234,876	$44,659	Will draw in November
Enhanced Mobility-2025*	$170,040	$170,040	Not in grant Moorhead Para & Shelters
Enhanced Mobility-2025	$76,052	$76,052	Not in Grant, lapse 9-2027
FY24-5339 Capital*	$334,470	$334,470	In grant-Moorhead, Micro, Ped Warn
FY24-5339 Capital*	$332,487	$332,487	Not in grant Moorhead, Micro
Fargo- Not in Grant			
FY22 FHWA CR Flexed	$208,000	$208,000	Not in Grant, lapse 9-2027
NDDOT Sub-allocation	$137,000	$137,000	In grant - 3 road supervisor vehicles
NDDOT Sub-allocation	$1,000,000	$1,000,000	In grant - collision avoidance
Moorhead-Not in Grant			
FY23 CRP Funds	$67,200	$67,200	Deobligated Walmart Hub

*** Includes Moorhead swap money projects.**

Item 4a

October 2026 Operational Data Budget to Actuals

Ridership

Agency/Service	Prior Year	Actual	Variance
Fargo - Fixed Route	56,896	55,710	-2.1%
Moorhead & Dilworth - Fixed Route	36,038	38,389	6.5%
West Fargo - Fixed Route	1,226	1,099	-10.4%
NDSU - Fixed Route	28,687	26,317	-8.3%
Fargo - Paratransit	3,973	3,984	0.3%
Moorhead & Dilworth - Paratransit	980	1,028	4.9%
West Fargo - Paratransit	823	1,040	26.4%
NDSU - Microtransit	480	393	-18.1%

Revenue Hours

Agency/Service	Prior Year	Actual	Variance
Fargo - Fixed Route*	4,825.89	4,826.64	0.0%
Moorhead & Dilworth - Fixed Route*	2,875.00	2,870.00	-0.2%
West Fargo - Fixed Route*	280.66	280.66	0.0%
NDSU - Fixed Route*	944.00	943.80	0.0%
Fargo - Paratransit	1,689.36	1,638.54	-3.0%
Moorhead & Dilworth - Paratransit	469.69	462.25	-1.6%
West Fargo - Paratransit	364.94	488.31	33.8%
NDSU - Microtransit	80.50	77.00	-4.3%

Revenue Miles

Agency/Service	Prior Year	Actual	Variance
Fargo - Fixed Route*	57,887.76	57,881.50	0.0%
Moorhead & Dilworth - Fixed Route*	38,508.41	38,441.43	-0.2%
West Fargo - Fixed Route*	3,316.01	3,316.01	0.0%
NDSU - Fixed Route*	11,531.07	11,531.07	0.0%
Fargo - Paratransit	22,403.83	22,117.69	-1.3%
Moorhead & Dilworth - Paratransit	7,127.41	6,791.27	-4.7%
West Fargo - Paratransit	5,183.53	6,752.21	30.3%
NDSU - Microtransit	708.00	550.00	-22.3%

*Budgeted amounts are used instead of prior year amounts

Memorandum

To: MATBUS Coordination Committee

From: Jordan Smith – Transit Director

Date: November 18, 2026

RE: ***Director Update***

Moorhead Microtransit Implementation

- Planning and coordination continue for the January 2027 launch of Moorhead's microtransit service.
- Weekly implementation meetings continue with Moorhead staff and Via to coordinate technology, service operations, staffing, and launch preparations.
- **MnDOT and the City of Moorhead have approved funding** to allow MATBUS to hire and train additional bus operators in 2026, ahead of the January service launch. This will provide adequate time for operator training and operational readiness.
- **System testing is scheduled to begin November 16, 2026**, in coordination with Via.
- Public outreach and education efforts are being developed in preparation for the launch. Informational mailers are planned for inclusion with **Moorhead utility bills in December** to help residents become familiar with the new service and how to access it.
- Implementation efforts remain focused on ensuring a successful transition and service launch in January 2027.

Master Joint Powers Agreement (JPA)

- The JPA working group continues its review of the agreement between Fargo and Moorhead.
- Discussions are focused on establishing a long-term governance and operating framework that reflects the consolidated MATBUS operation.
- The goal remains to complete the agreement review and advance a final document for consideration by both cities.

Comprehensive Operational Analysis (COA)

- MATBUS continues coordinating with Metro COG on funding and project development for the upcoming Comprehensive Operational Analysis.
- The COA is anticipated to begin in early to mid-2027 and will evaluate the existing transit network, opportunities to improve service efficiency, and the integration of microtransit.
- The analysis will also address future service needs following the relocation of downtown transit operations and opportunities to reduce transfers.

Legislative Priorities and Advocacy

- MATBUS continues preparing for the 2027 North Dakota Legislative Session, with two primary legislative priorities:
    - Establishing a more consistent and sustainable source of state funding for urban public transit operations and capital needs.

    - Strengthening legal protections for public transit employees by pursuing enhanced penalties for assaults against transit workers.
- A meeting with Fargo and West Fargo area legislators is scheduled for November 17, 2026, to discuss legislative priorities and issues affecting our communities.
- MATBUS will host an Open House on December 8, 2026, from 9:30 a.m. to 11:30 a.m. at the Metro Transit Garage. Legislators and local elected officials will be invited to tour the facility, learn more about MATBUS operations, and discuss the importance of public transportation and future funding needs.
- MATBUS is also working with the Minnesota Public Transit Association (MPTA) on legislative advocacy efforts in Minnesota to support transit funding and policies that benefit public transportation services in the Fargo-Moorhead metropolitan area.

Ground Transportation Center (GTC)

- MATBUS continues evaluating the long-term future of the Ground Transportation Center following the structural issues identified with the parking deck.
- Coordination with the Federal Transit Administration (FTA) continues regarding the federal interest in the property and requirements associated with potential redevelopment or replacement of the facility.
- MATBUS is coordinating an appraisal of the GTC property to establish its current market value and assist in determining the remaining federal interest in the property.
- The appraisal and continued discussions with FTA will help inform future decisions regarding the facility, including potential redevelopment, replacement, and funding opportunities.
- Future facility planning will also consider the findings of the upcoming Comprehensive Operational Analysis to ensure that long-term facility investments align with MATBUS operational needs.

Holiday Lights Parade

- MATBUS will be participating in the upcoming Holiday Lights Parade on Saturday, December 5, 2026.
- MATBUS staff, Coordination Committee members, elected officials, and community partners are all welcome to participate.
- This event provides a great opportunity to engage with the community and showcase MATBUS in a fun and festive atmosphere.

Memorandum

To: MATBUS Coordination Committee

From: Taaren Haak – Marketing Manager

Date: November 18, 2026

RE: ***Fargo Force Bus Wrap Trade Agreement***

MATBUS currently maintains an advertising trade agreement with the Fargo Force and has had this partnership since 2017. Under this arrangement, MATBUS provides advertising space on a bus through a vehicle wrap and in exchange, the Fargo Force provide advertising opportunities at their hockey games.

As the current agreement approaches renewal in 2027, MATBUS staff are working with staff at the Fargo Force to reach a new agreement for the next five years.

Benefits of the Trade Agreement:

- Media Dasher Board
- Fascia Board
- Concourse Wall Sign
- Corner Backlit
- Game Sponsorship
- Media Time-Out
- Commercial
- PA Announcement

Fargo Force hockey games attract community members, families, visitors, and other potential transit riders, helping increase awareness of MATBUS services and its role in the community. This trade agreement also allows MATBUS to receive advertising exposure without requiring any additional spending.

MATBUS is currently at 46% occupancy on our bus fleet. 14.3% of that is paid advertisers; the rest is trades (4), internal (5) and partner wraps (7). We have 21 buses that have no advertisements of any size so there is no concern about lost revenue opportunities.

Item 4d

Memorandum

To: MATBUS Coordination Committee

From: Matt Pinotti – Operations Manager

Date: November 18, 2026

RE: ***Driver Staffing Update***

Vacant Positions (with new microtransit positions)	Leave of Absences	Average Daily Call Offs	Average Daily PTO	Drivers in Training	Contingent Offers	Upcoming Vacancies
9	**4**	**2-3**	**4**	**2**	**2**	**0**

Memorandum

To: MATBUS Coordination Committee

From: Cole Swingen – Assistant Transit Director

Date: November 18, 2026

RE: ***Safety and Security Update***

Security Incident Highlights

10/12/2026

Signal Security Report: "I received a report from the Bus 4 driver that a male individual had boarded the bus with a knife in his pocket. Officer [redacted] approached the passenger and instructed him to disembark from the bus because carrying a knife onto the bus was not permitted. The passenger complied and handed over the knife to Officer [redacted] for safekeeping in the lost and found room."

10/26/2026

Signal Security Report: "A man has been loitering at shelter 240 so he was asked to leave property when refusing mall security got involved. He made threats to shoot security and assaulted a security officer for west acres with the shelter door and screamed at them. Description of man: Caucasian man about 6ft, blondish brown hair Was wearing at the time a white towel on and off around his head and a camo jacket, black pants brown boots. Mall security attempted to escort him off property after the individual started becoming increasingly aggressive."

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

May 2026

- Public Intoxication – **6** Incidents
- Verbal Altercation – **5** Incidents
- Physical Altercation – **3** Incidents
- Trespass/Passenger Removal – **2** Incidents
- Vandalism – **2** Incidents

June 2026

- Public Intoxication – **3** Incidents
- Verbal Altercation – **6** Incidents
- Physical Altercation – **1** Incident
- Trespass/Passenger Removal – **5** Incidents
- Biohazard – **1** Incident

July 2026

- Public Intoxication – **2** Incidents
- Verbal Altercation – **5** Incidents
- Trespass/Passenger Removal – **6** Incidents
- Theft – **1** Incident

August 2026

- Verbal Altercation – **1** Incident
- Trespass/Passenger Removal – **1** Incident
- Mental Health Incident – **1** Incident
- Vandalism – **1** Incidents
- Theft – **1** Incident

September 2026

- Verbal Altercation – **4** Incidents
- Trespass/Passenger Removal – **2** Incidents
- Medical Episode – **2** Incidents
- Public Intoxication – **2** Incident

October 2026

- Verbal Altercation – **5** Incidents
- Physical Altercation – **1** Incident
- Trespass/Passenger Removal – **2** Incidents
- Injury – **1** Incident
- Public Intoxication – **5** Incidents
- Drug Use – **1** Incident