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Council of Governments
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# 21st Meeting of the MATBUS Coordination Committee

July 15, 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 June 17, 2026
2. Public Comment Opportunity
3. Action Items
   a. Resolution to Suspend Route 2C During Academic Year – **Cole Swingen**
4. Informational Items
   a. June Budget to Actuals Review – **Jean Henning and Cole Swingen**
   b. MATBUS Comprehensive Operational Analysis Overview and Estimated Costs – **Jordan Smith**
   c. Safety and Security Update – **Cole Swingen**
   d. Quarterly Ridership Update – **Luke Grittner**
5. Other Business

# Agenda Item 1b

**20th Meeting of the**
**MATBUS Coordination Committee**
**June 17, 2026 – 9:00 AM**
**Metro COG Conference Room/Zoom**

**Members Present:**
Deb White, Moorhead City Council, Chair
John Strand, Fargo City Commission
Julie Bommelman, Fargo Transit Director
Susan Thompson, Fargo Finance Director
Sebastian McDougall, Moorhead City Council
Jenica Flanagan, Moorhead Finance Director
Perry Baatz, Dilworth Finance Officer
Brit Stevens, NDSU Transportation Manager
Ben Griffith, Metro COG Executive Director

**Members Absent:**
Denise Kolpack, Fargo City Commission
Mike Rietz, Moorhead Assistant City Manager
Dustin Scott, West Fargo City Administrator

**Others Present:**
Andrew Almer, MATBUS
Adam Altenburg, Metro COG
Pat Carlson, Kimley-Horn
Shaun Crowell, MATBUS
Brenda Derrig, City of Fargo
Cindy Girdner, Valley Senior Services
Josh Gordon, MATBUS
Luke Grittner, MATBUS
Jean Henning, City of Fargo
Aiden Jung, Metro COG
Brian King, HDR
Cassie McNames, KLJ
Wyatt Papenfuss, City of Fargo
Matt Pinotti, MATBUS
Jordan Smith, MATBUS
Linghao Zhang, Metro COG
Karina Zimney, Handi Wheels Transportation

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

**1b. Review and Action on Minutes from May 20, 2026**
A motion to approve the minutes for the May 2026 regular meeting was made by Mr. Strand and seconded by Ms. Flannagan. The motion was voted on and unanimously approved.

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

**3a. Preliminary 2027 Operating Budget Approval for MnDOT Grant Submission**
Ms. Bommelman presented an overview of the preliminary 2027 operating budget. She explained that the budget reflects the proposed Moorhead and Dilworth service hour and frequency changes, the 2027 Fargo cost-of-living adjustment, updated 2027 health insurance rates, and revised overhead rates. She noted that the budget is being presented for preliminary approval because MATBUS staff and the City of Moorhead are pursuing a MnDOT grant that requires preliminary budget approval before the application can proceed. Mr. Smith added that the proposed microtransit pilot project is contingent upon receiving the MnDOT grant.

Chair White expressed concern about the increased costs allocated to the City of Moorhead, noting that Moorhead's share now exceeds that of the City of Fargo. Mr. Smith explained that the proposed service expansion also increases Moorhead's share of the system's overhead costs, resulting in the higher overall contribution.

Chair White commented that it would be beneficial if the proposed microtransit pilot could provide connections to the Ground Transportation Center (GTC) in Fargo. Mr. Smith agreed and stated that MATBUS staff could explore that possibility.

Chair White suggested that the City of Fargo contribute additional funding to the pilot project so that its total contribution would remain consistent with the previous year's level. Ms. Flannagan noted that the amount proposed for the City of Moorhead represents the maximum level of funding the city is able to provide. Mr. Smith concurred, adding that no additional service expansion is being proposed in Moorhead beyond what is included in the preliminary budget.

A motion to approve the preliminary 2027 Operation Budget was made by Ms. Thompson and seconded by Mr. Griffith. The motion was voted on and unanimously approved.

**4a. Revised Capital Allocation Plan**
Mr. Smith presented the revised capital cost allocation plan. He explained that the revised plan was developed to provide a clearer distinction between capital projects that have been approved and funded through 2026, and projects that will require funding consideration beginning in 2027 and beyond.

Mr. Smith also noted that some errors were identified in the previous capital cost allocation plan. Specifically, a few projects included in 2027 grant applications were inadvertently carried forward into the allocation spreadsheet. He explained that removing these projects from the plan will result in changes to the capital cost allocations. Mr. Smith emphasized that no formal action is being requested at this time, as MATBUS intends to bring forward a revised Joint Powers Agreement before seeking approval of a new capital cost allocation plan.

Ms. Bommelman provided a brief update on the status of the revised Joint Powers Agreement, noting that a draft has been completed and is currently undergoing internal review before being presented to the MATBUS Coordination Committee. Chair White added that it may be beneficial for the partner agencies to provide input to MATBUS regarding their expectations for the new Joint Powers Agreement. Ms. Bommelman agreed and noted that the partner agencies should have comments back to her within a week.

**4b. Ground Transportation Center Project Update**
Cassie McNames of KLJ provided the committee with a comprehensive overview of the current condition of the Ground Transportation Center (GTC) and the findings from the recent structural assessment.

Presentation highlights included:

- An overview of the structural issues identified during inspections conducted last fall.
- A review of the proposed deck repair phasing plan.
- An update on the increasing number of distressed post-tensioning tendons identified during inspections. Ms. McNames noted that 9 distressed tendons were identified in 2020, an additional 4 were identified in 2021, and 25 more were identified during the 2025 deck repairs, representing a significant increase in deterioration.
- A presentation of six potential options for the future of the GTC:
    - **Option 0:** Maintain the status quo.
    - **Option 1A:** Install permanent steel shoring.
    - **Option 1B:** Install external post-tension reinforcement.
    - **Option 1C:** Repair the existing post-tension reinforcement.
    - **Option 2:** Complete a partial garage infill.
    - **Option 3:** Relocate transit operations away from the current GTC.

Ms. McNames noted that, with any of the proposed options other than Option 3, a significant investment would be required to conduct a more comprehensive evaluation of the extent of the existing structural damage. Based on KLJ's current assessment, she stated that the firm's recommendation is to relocate the GTC. She explained that the substantial upfront costs and ongoing expenses associated with repairing and maintaining the existing facility may outweigh the long-term value of constructing a new facility.

Ms. Derrig noted that, from the city's perspective, there is concern about making a significant investment to further investigate the structure only to determine that relocation is still necessary. She also commented that this presents an opportunity to reevaluate what type of transit facility is needed today to best serve the community.

Ms. Bommelman added that a future facility could take a variety of forms and may not need to replicate the existing GTC. She noted that alternatives such as smaller storefront locations, fare media vending machines, and other service delivery models could be considered as part of the planning process.

Ms. Bommelman noted that transit operations can continue at the GTC in the short term, with buses being staged in the 4th Street parking lot. She explained that this arrangement provides adequate space for dispatch operations and indoor seating for transit users. However, she noted that while this solution is workable in the short term, she would not like to see the temporary arrangement continue for more than another year.

Chair White asked whether there are any short-term capital improvements that could improve the current temporary arrangement. Ms. Bommelman noted that a canopy structure in the 4th Street parking lot and additional security improvements would be beneficial. She also stated that discussions have occurred with administrative staff from the partner jurisdictions regarding a study of future transit operations, including potential locations for a new operations center and opportunities for smaller satellite facilities.

Chair White asked when MATBUS anticipates returning to the committee with recommended next steps. Mr. Smith responded that MATBUS expects to have a more comprehensive plan and path forward prepared for the committee's review by the August MCC meeting.

Ms. McNames reiterated the importance and urgency of addressing the GTC decision. She noted that while the facility remains operational, additional structural issues may exist that have not yet been identified. She explained that without further investigation, it will be difficult to fully understand the extent of the existing damage and determine the appropriate path forward.

Chair White noted that there appear to be two concurrent discussions occurring: the long-term future of MATBUS operations and the more immediate need to determine short-term solutions for the existing facility. Mr. Strand suggested that a task force be convened immediately to work with the consultant and help determine next steps. Chair White responded that a task force should likely be established by the August MCC meeting.

Chair White asked whether the building inspector could provide a more comprehensive update to the committee regarding the condition of the facility. Ms. Derrig noted that a meeting could potentially be scheduled by the July meeting to bring together Ms. McNames, the building inspector, and the committee to discuss the findings and next steps.

**4c. May Budget to Actuals Review**

Ms. Henning provided the committee with an overview of the May budget-to-actuals review. She noted that MATBUS is approximately $2.3 million below projected revenue due to pending reimbursement from a MnDOT grant. She also reported that expenses are approximately $400,000 below budget, primarily due to the ongoing impacts of overtime costs, which have been a concern for several months.

Ms. Flannagan asked whether MATBUS intends to pursue a sub-allocation approach for federal grant funding or wait until the new Joint Powers Agreement is finalized. Ms. Bommelman explained that a memorandum of understanding between the city administrators from Fargo and Moorhead addresses the current allocation process. She noted that there are administrative challenges associated with having one agency serve as a sub-recipient compared to sub-allocating federal funds. She added that, based on discussions with the Federal Transit Administration (FTA), there appears to be openness to Moorhead receiving the funds through a sub-allocation process.

**4d. Safety and Security Update**

Mr. Pinotti provided the committee with an overview of the month's security concerns. Highlights included a physical altercation outside of the GTC and an incident involving a young child who was separated from their family and was successfully reunited with their parents.

Mr. Pinotti noted that there has been a slight increase in security incidents compared to previous months, which he attributed in part to increased activity associated with the warmer weather.

**5. Other Business**
Ms. Bommelman informed the committee that she will be retiring at the end of July. She thanked the committee for all their guidance and support and expressed her excitement to go back to the North Dakota legislature to advocate for more transit funding from the state.

Chair White adjourned the meeting at 10:32 AM.

# Memorandum

**To:** MATBUS Coordination Committee

**From:** Cole Swingen – Assistant Transit Director – Operations

**Date:** July 15, 2026

***RE:*** ***Resolution to Suspend Route 2C Effective 8/24/2026***

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Route 2C is a supplemental bus route that operates only during the MSUM academic year. This route operates from 2:30pm to 6:30pm, Monday through Friday to increase the frequency of Route 2 from 30 minutes to 15 minutes. 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).

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 | Saved to this PC | 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 |

2 — Downtown, Hornbacher's, MSUM, Hopkins Elementary, Marriott

Shaded areas do not run on Saturdays.

Blue areas run only Monday-Friday during the MSUM academic year

| Marriott (T A) | MSUM Shelter (14th St) (B) | Hornbacher's / Glass Doctor (C) | GTC (T D) | Main Ave & 6th St S (E) | Hornbacher's / St Joe's Shelter (F) | MSUM Shelter (11th St) (G) | Hopkins Elementary (H) | Marriott (T A) |
|---|---|---|---|---|---|---|---|---|
| — | — | — | 6:15 | 6:18 | 6:20 | 6:21 | 6:23 | 6:28 |
| 6:28 | 6:33 | 6:35 | 6:45 | 6:48 | 6:50 | 6:51 | 6:53 | 6:58 |
| 6:58 | 7:03 | 7:05 | 7:15 | 7:18 | 7:20 | 7:21 | 7:23 | 7:28 |
| 7:28 | 7:33 | 7:35 | 7:45 | 7:48 | 7:50 | 7:51 | 7:53 | 7:58 |
| 7:58 | 8:03 | 8:05 | 8:15 | 8:18 | 8:20 | 8:21 | 8:23 | 8:28 |
| 8:28 | 8:33 | 8:35 | 8:45 | 8:48 | 8:50 | 8:51 | 8:53 | 8:58 |
| 8:58 | 9:03 | 9:05 | 9:15 | 9:18 | 9:20 | 9:21 | 9:23 | 9:28 |
| 9:28 | 9:33 | 9:35 | 9:45 | 9:48 | 9:50 | 9:51 | 9:53 | 9:58 |
| 9:58 | 10:03 | 10:05 | 10:15 | 10:18 | 10:20 | 10:21 | 10:23 | 10:28 |
| 10:28 | 10:33 | 10:35 | 10:45 | 10:48 | 10:50 | 10:51 | 10:53 | 10:58 |
| 10:58 | 11:03 | 11:05 | 11:15 | 11:18 | 11:20 | 11:21 | 11:23 | 11:28 |
| 11:28 | 11:33 | 11:35 | 11:45 | 11:48 | 11:50 | 11:51 | 11:53 | 11:58 |
| 11:58 | 12:03 | 12:05 | 12:15 | 12:18 | 12:20 | 12:21 | 12:23 | 12:28 |
| 12:28 | 12:33 | 12:35 | 12:45 | 12:48 | 12:50 | 12:51 | 12:53 | 12:58 |
| 12:58 | 1:03 | 1:05 | 1:15 | 1:18 | 1:20 | 1:21 | 1:23 | 1:28 |
| 1:28 | 1:33 | 1:35 | 1:45 | 1:48 | 1:50 | 1:51 | 1:53 | 1:58 |
| 1:58 | 2:03 | 2:05 | 2:15 | 2:18 | 2:20 | 2:21 | 2:23 | 2:28 |
| — | — | — | 2:30 | 2:33 | 2:35 | 2:36 | 2:38 | 2:43 |
| 2:28 | 2:33 | 2:35 | 2:45 | 2:48 | 2:50 | 2:51 | 2:53 | 2:58 |
| 2:43 | 2:48 | 2:50 | 3:00 | 3:03 | 3:05 | 3:06 | 3:08 | 3:13 |
| 2:58 | 3:03 | 3:05 | 3:15 | 3:18 | 3:20 | 3:21 | 3:23 | 3:28 |
| 3:13 | 3:18 | 3:20 | 3:30 | 3:33 | 3:35 | 3:36 | 3:38 | 3:43 |
| 3:28 | 3:33 | 3:35 | 3:45 | 3:48 | 3:50 | 3:51 | 3:53 | 3:58 |
| 3:43 | 3:48 | 3:50 | 4:00 | 4:03 | 4:05 | 4:06 | 4:08 | 4:13 |
| 3:58 | 4:03 | 4:05 | 4:15 | 4:18 | 4:20 | 4:21 | 4:23 | 4:28 |
| 4:13 | 4:18 | 4:20 | 4:30 | 4:33 | 4:35 | 4:36 | 4:38 | 4:43 |
| 4:28 | 4:33 | 4:35 | 4:45 | 4:48 | 4:50 | 4:51 | 4:53 | 4:58 |
| 4:43 | 4:48 | 4:50 | 5:00 | 5:03 | 5:05 | 5:06 | 5:08 | 5:13 |
| 4:58 | 5:03 | 5:05 | 5:15 | 5:18 | 5:20 | 5:21 | 5:23 | 5:28 |
| 5:13 | 5:18 | 5:20 | 5:30 | 5:33 | 5:35 | 5:36 | 5:38 | 5:43 |
| 5:28 | 5:33 | 5:35 | 5:45 | 5:48 | 5:50 | 5:51 | 5:53 | 5:58 |
| 5:43 | 5:48 | 5:50 | 6:00 | 6:03 | 6:05 | 6:06 | 6:08 | 6:13 |
| 5:58 | 6:03 | 6:05 | 6:15 | 6:18 | 6:20 | 6:21 | 6:23 | 6:28 |
| 6:13 | 6:18 | 6:20 | — | — | — | — | — | — |
| 6:28 | 6:33 | 6:35 | 6:45 | 6:48 | 6:50 | 6:51 | 6:53 | 6:58 |
| 6:58 | 7:03 | 7:05 | 7:15 | 7:18 | 7:20 | 7:21 | 7:23 | 7:28 |
| 7:28 | 7:33 | 7:35 | 7:45 | 7:48 | 7:50 | 7:51 | 7:53 | 7:58 |
| 7:58 | 8:03 | 8:05 | 8:15 | 8:18 | 8:20 | 8:21 | 8:23 | 8:28 |
| 8:28 | 8:33 | 8:35 | 8:45 | 8:48 | 8:50 | 8:51 | 8:53 | 8:58 |
| 8:58 | 9:03 | 9:05 | 9:15 | 9:18 | 9:20 | 9:21 | 9:23 | 9:28 |
| 9:28 | 9:33 | 9:35 | 9:45 | 9:48 | 9:50 | 9:51 | 9:53 | 9:58 |
| 9:58 | 10:03 | 10:05 | 10:15 | — | — | — | — | — |

MATBUS staff propose suspending Route 2C to improve operational efficiency, reduce overtime in 2026, and ensure available staffing is focused on core service. The discontinuation of Route 2C has already been included in the 2027 budget. MATBUS staff would conduct a public hearing in 2026 to make this change permanent starting January 1, 2027.

Financial implications for this service adjustment will be very minimal. In total, 332 revenue hours and 4,396 revenue miles will be eliminated from this route discontinuation. This reflects a .48% decrease in total fixed route revenue hours and a .56% decrease in total fixed route revenue miles. There is no expected impact to ridership with this change. It is estimated that this service adjustment will reduce overtime expenses by approximately $13,400.

If approved, MATBUS staff will communicate the service change and reasoning to MnDOT and update all related reporting. MATBUS staff will also communicate the change to MSUM and to all fixed route riders.

**Requested Action:** Approve the suspension of Route 2C, effective 8/24/2026.

**MATBUS-AGENCY REVIEW** **Budget to Actuals**

**BUDGET TO ACTUALS- JULY 2026**

***OPERATING***

| | | Final Period 15 | | | 2026-JUNE | | | 2026-JUNE YTD | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | **OPERATING REVENUE:** | 2025 Budget | 2025 Actual | Variance | June Budget | June Actual | Variance | June Budget | June Actual | Variance | 2026 Budget |
| 1 | FTA Section 5307 & 5310 Funding: | $3,938,256 | $4,896,005 | $957,749 | $264,488 | $0 | -$264,488 | $1,586,928 | $1,014 | -$1,585,914 | $3,173,887 |
| 2 | ND State Aid | $564,991 | $816,925 | $251,934 | $86,859 | $521,510 | $434,651 | $521,154 | $521,510 | $356 | $1,042,324 |
| 3 | Fixed Route Fare Revenue | $925,272 | $575,293 | -$349,979 | $70,706 | $59,453 | -$11,253 | $424,236 | $471,231 | $46,995 | $848,490 |
| 4 | Advertising | $100,000 | $84,128 | -$15,873 | $10,575 | $5,450 | -$5,125 | $63,450 | $29,800 | -$33,650 | $126,915 |
| 5 | Paratransit Fare Revenue | $206,750 | $189,272 | -$17,478 | $19,633 | $19,585 | -$48 | $117,798 | $119,787 | $1,989 | $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 | $642 | $170 | $2,832 | $2,838 | $6 | $5,670 |
| 8 | U Pass Revenue | $175,000 | $156,618 | -$18,382 | $8,850 | $0 | -$8,850 | $53,100 | $94,164 | $41,064 | $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 | $15,000 | $46,481 | $31,481 | $30,000 |
| 11 | Pcard Rebates | $15,000 | $11,865 | -$3,135 | $1,250 | $0 | -$1,250 | $7,500 | $8,797 | $1,297 | $15,000 |
| 12 | Miscellaneous Revenue | $2,550 | $6,671 | $4,121 | $583 | $0 | -$583 | $3,498 | $506 | -$2,992 | $7,000 |
| 13 | Fargo Payments from Partners-Fixed Route | $4,707,906 | $4,478,563 | -$229,344 | $370,943 | $448,052 | $77,109 | $2,225,658 | $1,679,075 | -$546,583 | $4,451,316 |
| 14 | Fargo Payments from Partners-Paratransit | $860,670 | $782,444 | -$78,226 | $65,927 | $88,394 | $22,467 | $395,562 | $313,214 | -$82,348 | $791,151 |
| 15 | Fargo Payments from Partners-Microtransit | $40,486 | $54,636 | $14,150 | $6,057 | $8,445 | $2,388 | $36,342 | $34,889 | -$1,453 | $72,687 |
| 16 | **Fargo Local Share** | $3,748,323 | $3,748,323 | $0 | $360,751 | $360,751 | $0 | $2,164,506 | $2,164,508 | $2 | $4,329,016 |
| | **Total Revenue** | **$15,347,803** | **$15,872,355** | **$524,552** | **$1,269,594** | **$1,512,282** | **$242,688** | **$7,617,564** | **$5,487,813** | **-$2,129,751** | **$15,235,266** |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | **OPERATING EXPENSES:** | | | | | | | | | | |
| 1 | Administration | $1,870,508 | $1,913,817 | -$43,309 | $177,399 | $169,096 | $8,303 | $1,085,604 | $1,070,977 | $14,627 | $2,275,211 |
| 2 | Fixed Route | $8,562,047 | $8,073,628 | $488,419 | $562,790 | $506,767 | $56,023 | $3,439,279 | $3,163,860 | $275,419 | $7,184,807 |
| 3 | Paratransit | $1,834,227 | $2,024,064 | -$189,837 | $159,395 | $141,776 | $17,619 | $975,840 | $906,874 | $68,966 | $2,047,026 |
| 4 | Microtransit | $207,380 | $265,640 | -$58,260 | $2,093 | $0 | $2,093 | $12,595 | $16,256 | -$3,661 | $25,388 |
| 5 | Mobility Management | $147,439 | $139,867 | $7,572 | $11,808 | $11,622 | $186 | $72,444 | $70,587 | $1,857 | $152,743 |
| 6 | Planning | $95,615 | $78,412 | $17,202 | $6,995 | $10,007 | -$3,012 | $42,662 | $61,520 | -$18,858 | $88,725 |
| 7 | Building Operating | $211,559 | $189,945 | $21,614 | $19,850 | $12,900 | $6,950 | $119,100 | $96,637 | $22,463 | $238,191 |
| 8 | Building Preventative Maintenance | $242,391 | $236,099 | $6,292 | $28,107 | $24,719 | $3,388 | $169,677 | $165,312 | $4,365 | $344,558 |
| 9 | Vehicle Operating | $85,500 | $52,339 | $33,161 | $4,019 | $1,167 | $2,852 | $24,114 | $19,778 | $4,336 | $48,235 |
| 10 | Vehicle Preventative Maintenance | $2,996,640 | $2,871,623 | $125,017 | $251,022 | $233,537 | $17,485 | $1,525,111 | $1,371,075 | $154,036 | $2,843,170 |
| | **Total Expenses** | **$16,253,305** | **$15,845,435** | **$407,871** | **$1,223,478** | **$1,111,592** | **$111,886** | **$7,466,426** | **$6,942,875** | **$523,551** | **$15,248,054** |
| | | | | | | | | | | | |
| | **REVENUE-EXPENSES** | **-$905,502** | **$26,920** | **$932,423** | **$46,116** | **$400,691** | **$354,575** | **$151,138** | **-$1,455,062** | **-$1,606,200** | **-$12,788** |
| | | | | | | | | | | | |
| | **PURCHASE OF SERVICE-MAY (June Billing)** | | | | | | | | | | |
| | Fargo | $5,655,254 | $5,603,387 | $51,867 | $360,972 | $380,837 | -$19,864 | $1,804,860.91 | $2,083,105 | -$278,244 | $4,331,666 |
| | Moorhead | $4,362,111 | $4,279,545 | $82,566 | $346,768 | $334,764 | $12,004 | $1,733,840.66 | $1,839,633 | -$105,792 | $4,161,218 |
| | West Fargo | $387,787 | $340,139 | $47,648 | $37,619 | $33,152 | $4,467 | $188,096.13 | $205,594 | -$17,498 | $451,431 |
| | NDSU | $767,858 | $695,959 | $71,899 | $69,986 | $0 | $69,986 | $349,929.17 | $349,866 | $63 | $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** |

| **Grant Status** | Funding | Available to Draw | Status |
|---|---|---|---|
| **North Dakota-Operating** | | | |
| Operating FY25 | $4,891,221 | $32,944 | Draw $28K in July 2026 |
| ND State Aid | $1,467,658 | $424,638 | Will draw 10.2026 |
| | | | |
| **Minnesota-Operating** | | | |
| 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 | $1,571,133 | MNDOT Quarterly |
| FY 2026 MNDOT Para | $573,495 | $286,748 | 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 | $243,699 | MTG Improvements |
| NDDOT Contract | $800,000 | $16,000 | GTC Deck Retainage |
| NDDOT Contract | $1,113,500 | $27,437 | Residual funds 2 buses |
| | | | |
| **Minnesota Capital** | | | |
| FY19 5307 FY22 STBG | $142,294 | $8,926 | Shelters |
| FY20 & FY22 5339 Capital | $661,634 | $238,292 | 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 | $234,876 | Grant ready for execution |
| Enhanced Mobility-2025* | $170,040 | $170,040 | Moorhead Para & Shelters |
| Enhanced Mobility-2025 | $76,052 | $76,052 | Not in Grant, lapse 9-2027 |
| FY24-5339 Capital* | $334,470 | $334,470 | Moorhead, Micro, Ped Warn |
| FY24-5339 Capital* | $332,487 | $332,487 | 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 | 3 road supervisor vehicles |
| | | | |
| **Moorhead-Not in Grant** | | | |
| FY23 CRP Funds | $67,200 | $67,200 | Deobligated Walmart Hub |

*** Includes Moorhead swap money projects.**

# June 2026 Operational Data Budget to Actuals

## Ridership

| Agency/Service | Budgeted | Actual | Variance |
|---|---|---|---|
| Fargo - Fixed Route | 48,882 | 45,907 | -6.1% |
| Moorhead & Dilworth - Fixed Route | 32,831 | 34,259 | 4.4% |
| West Fargo - Fixed Route | 912 | 1,161 | 27.3% |
| NDSU - Fixed Route | 27,789 | - | -100.0% |
| Fargo - Paratransit | 3,774 | 3,339 | -11.5% |
| Moorhead & Dilworth - Paratransit | 902 | 949 | 5.2% |
| West Fargo - Paratransit | 866 | 687 | -20.7% |
| NDSU - Microtransit | 533 | - | -100.0% |

## Revenue Hours

| Agency/Service | Budgeted | Actual | Variance |
|---|---|---|---|
| Fargo - Fixed Route | 4,652.89 | 4,674.43 | 0.5% |
| Moorhead & Dilworth - Fixed Route | 2,808.92 | 2,773.00 | -1.3% |
| West Fargo - Fixed Route | 206.11 | 268.67 | 30.4% |
| NDSU - Fixed Route | 767.44 | - | -100.0% |
| Fargo - Paratransit | 1,576.92 | 1,460.00 | -7.4% |
| Moorhead & Dilworth - Paratransit | 445.83 | 466.00 | 4.5% |
| West Fargo - Paratransit | 405.42 | 328.00 | -19.1% |
| NDSU - Microtransit | 62.67 | - | -100.0% |

## Revenue Miles

| Agency/Service | Budgeted | Actual | Variance |
|---|---|---|---|
| Fargo - Fixed Route | 61,141.31 | 56,039.35 | -8.3% |
| Moorhead & Dilworth - Fixed Route | 39,059.08 | 37,140.00 | -4.9% |
| West Fargo - Fixed Route | 3,386.02 | 3,173.48 | -6.3% |
| NDSU - Fixed Route | 9,129.78 | - | -100.0% |
| Fargo - Paratransit | 20,556.67 | 19,169.00 | -6.8% |
| Moorhead & Dilworth - Paratransit | 6,635.50 | 6,759.00 | 1.9% |
| West Fargo - Paratransit | 5,667.58 | 4,421.00 | -22.0% |
| NDSU - Microtransit | 755.56 | - | -100.0% |

Item 4b

# Memorandum

**To:** MATBUS Coordination Committee

**From:** Jordan Smith – Assistant Transit Director – Fleet and Facilities

**Date:** July 15, 2026

***RE:*** ***MATBUS Comprehensive Operational Analysis Overview and Estimated Costs***

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**Background**

Following the determination that the Ground Transportation Center (GTC) must be vacated due to structural concerns, staff has been evaluating long-term options for how transit service is delivered throughout the Fargo-Moorhead region. Rather than simply relocating the existing downtown transfer facility, this situation presents an opportunity to evaluate the entire transit network to ensure it continues to meet the community's current and future transportation needs.

One option is to conduct a Comprehensive Operational Analysis (COA), a planning process that examines all aspects of transit service and develops recommendations for a more efficient and effective system. To better understand what such a study would entail, staff contacted peer agencies that have recently completed similar efforts.

**What is a Comprehensive Operational Analysis?**

A COA is a data-driven planning study that evaluates the performance of an entire transit system and identifies opportunities to improve service. The study typically includes:

- Review of existing routes, ridership, service levels, and operating performance.
- Analysis of population, employment, and travel demand.
- Public and stakeholder engagement.
- Development and evaluation of multiple service alternatives.
- Recommendations for route alignments, transfer locations, service frequencies, and span of service.
- Financial analysis of operating and capital impacts.
- An implementation plan for transitioning to a redesigned network.

Depending on the project scope, the study may also evaluate fare policies, bus stop locations, passenger amenities, and opportunities for microtransit or other innovative service models.

**Peer Agency Experience**

Staff reached out to both the Duluth Transit Authority and St. Cloud Metro Bus, each of which recently completed a comprehensive operational analysis and system redesign.

The Duluth Transit Authority completed its study in 2021-2022 for approximately $250,000. The project resulted in a complete redesign of the transit network, consolidation of routes, significant bus stop optimization, new systemwide signage, and the introduction of two Bus Rapid Transit (BRT)-lite

corridors. Agency leadership indicated the study has been instrumental in improving system performance and attracting new riders.
St. Cloud Metro Bus completed a similar effort that included a complete network redesign, fare study, bus stop evaluation, and implementation planning. Planning and analysis costs totaled approximately $307,000, with an additional $385,000 for implementation assistance, for a total consultant investment of approximately $692,000.

**Estimated Cost**
Based on these comparable projects, staff estimates the planning portion of a COA for MATBUS would likely range from $250,000 to $325,000. Additional consultant assistance for implementation would be optional and could be pursued separately following completion of the study.

**Potential Benefits for MATBUS**
A Comprehensive Operational Analysis would provide MATBUS with the opportunity to:

- Reevaluate the future role and location of downtown transfer facilities.
- Improve route efficiency, service frequency, and reliability.
- Better align transit service with current travel patterns and anticipated growth.
- Evaluate opportunities for express service, microtransit, and other service improvements.
- Optimize bus stop locations and passenger accessibility.
- Develop a phased implementation plan supported by technical analysis and public engagement.

# Memorandum

**To:** MATBUS Coordination Committee

**From:** Cole Swingen – Assistant Transit Director – Operations

**Date:** July 15, 2026

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

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## Security Incident Highlights

**6/8/2026**
I [redacted] was at the GTC when a person was trying to start fights with other passengers, so I told him to leave the property upon which he did leave but when he got to the end of the driveway he laid down and refused to leave which made the buses late for their routes. I had dispatch call the PD because he refused to get up and leave. I think I heard the officer call him [redacted] and trespassed him for one year. I was told by one of the drivers that he was the same person that beat up a passenger on Friday in a bus.

**6/10/2026**
Signal Security Report:" A male individual was assaulting bus 14 driver. Officer [redacted] called the police officers to come and take the male individual out from the premises.

**6/10/2026**
At approximately 12:30 PM, [redacted] contacted [redacted] to report a black backpack located on the west side of the GTC near the gas meter.Upon approaching the backpack to investigate, [redacted] observed several wires extending from the bag and connected to components of the gas meter. [redacted] then requested assistance from [redacted] to assess the situation. [redacted] immediately contacted 911, and law enforcement was dispatched to the scene.Out of an abundance of caution, [redacted], [redacted], and GTC Dispatch initiated an evacuation of the GTC while awaiting the arrival of law enforcement.Upon arrival, the responding officer advised that the equipment appeared to be related to utility work being performed by Xcel Energy. [redacted] informed the officer that no work had been scheduled or observed at the bus station. [redacted] subsequently confirmed that no authorized work was taking place at the GTC.The officer located a worker in the Bell Bank parking lot and inquired about the equipment. The worker advised that the device was being used for utility locating purposes.After confirming that there was no threat to public safety, the scene was cleared, the evacuation was lifted, and normal GTC operations resumed.

**6/23/2026**
Driver [redacted] called for assistance with a drunk passenger. He was loud & yelling. The passenger was so intoxicated when he was told to get off the bus he could not walk. He eventually was laying on

the floor of the bus. The driver asked for police presence because he was making other passengers uncomfortable with his behavior. MPD officers arrived & tried to help the passenger to his feet. They could not get him up. A Clay County Sherrif arrived. He assisted a MPD officer to get him to his feet. He held up the bus for over 25 mins. I called the driver with my city cell phone. She called me back because she was off her bus. I asked her to put one of the officers on the phone. I asked the officer to please trespass this passenger. The officer said they would.UPDATE This customer arrived at GTC 3 times today. The signal security officer told me he was sleeping this am at GTC. Security called FPD. Who helped him up & he left. Thise evening 6/24/26 Wed. He has returned two more times. Each time I have asked him to leave the property. He asked me where to go. I said that's up to you. I told him he could go to the engagement center, but he can't stay here. I went back into the lobby & a female passenger thanked me. She said he was harassing her. I told her if she felt comfortable to please give a statement to the officers. Security was calling the FPD as left back into our offices. His picture is attached to this report.

Item 4c

# 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

# Ridership – Item 4d

2026 Jan-June

| Fixed Route Ridership | | | | |
|---|---|---|---|---|
| Route | City/Entity | 2025 Jan-June | 2026 Jan-June | Difference |
| 1 | Moorhead | 32,125 | 32,830 | 2.2% |
| 2 | Moorhead | 39,199 | 36,228 | -7.6% |
| 3 | Moorhead | 33,163 | 29,698 | -10.4% |
| 4 | Moorhead | 60,990 | 68,710 | 12.7% |
| 5 | Moorhead | 24,283 | 22,868 | -5.8% |
| 6 | Dilworth | 6,264 | 5,339 | -14.8% |
| 9 | Moorhead | 2,978 | 3,168 | 6.4% |
| 11 | Fargo | 23,935 | 24,622 | 2.9% |
| 13 | Fargo | 54,482 | 50,771 | -6.8% |
| 14 | Fargo | 49,678 | 49,029 | -1.3% |
| 15 | Fargo | 118,676 | 103,146 | -13.1% |
| 16 | Fargo | 11,258 | - | |
| 17 | Fargo | 16,660 | 17,611 | 5.7% |
| 18 | Fargo | 19,526 | 18,567 | -4.9% |
| 20 | Fargo/West Fargo | 15,474 | 14,006 | -9.5% |
| 24 | Fargo/West Fargo | 10,570 | 9,241 | -12.6% |
| 31 | NDSU | 22,026 | 17,739 | -19.5% |
| 33 | NDSU | 63,179 | 51,840 | -17.9% |
| 34 | NDSU | 16,575 | 16,575 | 0.0% |
| | MN total | 199,002 | 198,841 | -0.1% |
| | ND total | 422,039 | 373,147 | -11.6% |
| | System total | 621,041 | 571,988 | -7.9% |

# Ridership – Item 4d

2026 Jan-June

| Paratransit Ridership | | | |
|---|---|---|---|
| | 2025 Q1&2 Ridership | 2026 Jan-June | Difference |
| **Paratransit** | 32,713 | 32,353 | -1.1% |

| On-Demand Ridership | | | |
|---|---|---|---|
| Service Area | 2025 Jan-June | 2026 Jan-June | Difference |
| Industrial | 1,496 | 0 | |
| NDSU | 2,623 | 1,825 | -30.4% |
| *Industrial On-Demand cancelled Jan 1, 2026 | | | |
| *NDSU On-Demand had extra morning service Jan - March 2025. | | | |

| U-Pass Ridership | | | |
|---|---|---|---|
| College | 2025 Jan-June | 2026 Jan-June | Difference |
| Concordia | 4,205 | 5,669 | 34.8% |
| Mstate | 4,614 | 5,229 | 13.3% |
| MSUM | 13,498 | 11,395 | -15.6% |
| NDSU | 143,669 | 123,970 | -13.7% |
| Total | 165,986 | 146,263 | -11.9% |

# Fixer Route Revenue Hours – Item 4d

2026 Jan-June

| Fixed Route Revenue Hours | | | | |
|---|---|---|---|---|
| | 2025 Jan-June | 2026 Jan-June | Difference | Difference Hrs. |
| MN | 16,749 | 16,649 | -0.6% | -100 |
| ND | 34,520 | 32,492 | -5.9% | -2,028 |
| Total | 51,269 | 49,141 | -4.2% | -2,128 |