



April 12, 2024

Eboni Younger-Riehl
Regional Civil Rights Officer
Federal Transit Administration
1961 Stout Street
Suite 13-301
Denver, CO 80202

RE: City of Moorhead - General Title VI Requirements

Dear Eboni Younger-Riehl:

The following information is being submitted as required by Title VI Program Guidelines for Federal Transit Administration Recipients, Circular 4702.1B.

During the past three years, route changes were made to Moorhead MATBUS in accordance with our Fare and Route Change Policy. Please see Attachment A, Route Changes 2021-2023, for a detailed list of these changes. This attachment also includes the most up-to-date version of our maps and timetables. Our full system map is also available online at the following link:

<http://www.matbus.com/>

Per FTA Circular 4702.1B, Chapter III, General Requirements and Guidelines, and Chapter IV, Requirements and Guidelines for Fixed Route Transit Providers, the City of Moorhead hereby certifies:

1. **Annual Title VI Certification and Assurances:**
Moorhead has electronically executed and submitted its annual certifications and assurances through TEAM or TAMS, including Title VI.
2. **Route Changes and Title VI Notice to the Public:**
Please reference **Attachment A** to see route changes made in 2021-2023. Please reference **Attachment B**: The Public Notice *which is a vital document*, to see the posters and announcements provided by MATBUS. The Public Notice from both the cities of Moorhead and Fargo is posted on the Public Notice Bulletin Board at the Ground Transportation Center (GTC) and on the Employee Bulletin Boards at the Metro Transit Garage (MTG), the City of Moorhead, and Transdev. The Policy Notice is posted prominently in all fixed route and paratransit vehicles (examples are included) as well as passenger shelters. Also included is the policy as listed on our website at www.matbus.com.

3. **Title VI Complaint Procedures and Form:**
MATBUS Discrimination Complaint Form with instructions is included in **Attachment C** and *is a vital document*: Title VI Complaint Form
4. **Title VI Investigations, Complaints, Lawsuits and Investigations:**
There has been no transit-related complaints alleging discrimination on the basis of race, color or national origin filed against the City of Moorhead within the past three years.
5. **Public Participation Plan:**
See **Attachment D**: The City of Moorhead makes every effort to ensure public participation of all populations, including minority, low-income, and LEP populations, in the course of conducting public outreach and involvement activities – notices are posted in various publications (the local newspaper, with the local MPO), on our webpage, on all vehicles and in all transit facilities where locations are conspicuous and accessible to all individuals. Letters and/or emails are sent to agencies providing services to minority, LEP, and low- income populations; and public meetings are held to encourage participation by all populations. We utilize social media, such as email rider alerts, Facebook, and Twitter to communicate with our passengers on detours, promotions, service and fare changes, planning studies, storm detours, and any other information necessary to utilize the services effectively. Efforts since the last Title VI program have included all of the above activities, as well as updating of our web page www.matbus.com.

Summary: In the last three years, outreach has included publishing public notices in the City's official newspaper, reaching out to Human Services Organizations, the website and on social media. In addition, Rider Alerts are sent out regarding public notices, detours, change in service and anything else affecting the public. Notices are also posted on monitor displays at the Ground Transportation Center.

Rider Alerts reach a wide range of MATBUS riders. An example of some of the outreach from 2021-2023: Rider Alerts have been sent out regarding:

Covid-19: 4/19/22 Face Masks Optional

Detours: 9/5/21 Route 4 Detour, 5/9/22 Route 1 Detour – Creative Market, 4/29/23 Route 4, 6/10/23 Route 3

Holidays: 11/18/22 Thanksgiving, 6/29/23 Independence Day

Promotions: 7/9/21 FREE LinkFM Service to Trollwood's "Cinderella", 10/21/22 Try MATBUS Week, 11/08/23 Homeless Veteran Stand Down

Public Hearings: 3/8/21 Public Hearing, 2/24/23 Public Hearing, Service Changes 12/19/23 New Temp Service Changes

Route Changes: 4/29/21 Route Changes to Routes 4, 6, and 9, 9/15/22 Route 5 Timetable Adjustment Effective 9/12/22

Severe Weather: 2/14/23 Early Closure, 3/1/23 Service Cancelled

Training: 05/25/23 May Travel Trainer Workshop

Each year we notify DBE and SBE organizations in the community with the type of potential contract work available.

Public Outreach to Human Services Organizations specializing in the minority

population.

The Transit Development Plan was completed in July 2021 and was started in 2019, the makeup of the committee consisted of members of the community including persons with disabilities.

Each month the Mobility Manager puts on a Travel Trainer Workshop for agencies that work with people from the minority population, have disabilities, or other low-income persons. This workshop trains employees of the agencies to help others at their organizations learn how to utilize the Fixed-Route Bus service.

Mobility Manager attends monthly meeting of the Civil and Human Rights Taskforce through Freedom Resource Center to discuss mobility needs for persons with disabilities in the area.

Participated in the Senior Safety Seminar in September 2023 as a vendor to provide information about MATBUS services.

Provided training on MATBUS at the Juvenile Court in October 2023.

Access to Services by Persons with LEP:

See **Attachment D** for the City of Moorhead Limited English Proficiency (LEP) Plan. We have also translated our "MAT Paratransit" brochure into Spanish. Our "How to Ride" video posted on our web site has an accompanying video script in MS Word, which can be translated online using Google Translate (translate link is contained of our web page).

6. **Membership of Non-elected Decision-Making Bodies:**

The Moorhead City Council is the decision-making body and they are elected officials. The Metro Area Transit (MAT) Coordinating Board is an advisory board to the Moorhead City Council and Fargo City Commission; and therefore is not a decision-making body.

The MAT Coordinating Board is an advisory board and the members are not selected by Moorhead Transit.

See **Attachments E, F and G** for the racial breakdown of City employees. Transdev employees and Valley Senior Services employees.

7. **Subrecipient Title VI Programs:**

The City of Moorhead Transit Department does not have any subrecipients. However, our contracted operators (Transdev and Fargo Park Board d/b/a Valley Senior Services) do have Title VI programs. (see **Attachment G**)

8. **Title VI Equity Analysis for New Facilities:**

There have been no facilities constructed within the last three years.

9. **Governing Entity Approval:**

This Title VI Program submission was approved by the City of Moorhead City Council on April 8, 2024.

10. **Census and Environmental Justice Data:**


Attachments H and I Included items are: Demographic information, MetroProfile 2022

by MetroCog and 2015 Environmental Justice Database Update prepared by the Fargo-Moorhead Metropolitan Council of Governments (most recent version).

11. **Service Standards for Transit Providers:**
Service Standards, including vehicle load, headway, on-time performance and service availability can be referenced in **Attachment J**. **Attachment K** includes our Operations and Ridership Reports for 2021 - 2023, which track performance measures by route and service.
12. **Service Policies for Transit Providers:**
Transit Amenities and Vehicle Assignments are outlined in **Attachment L**.

Should you have any questions concerning this information, please contact me or Shaun Crowell, Mobility Manager, at 701-241-8140 or e-mail LVanbeek@matbus.com or SCrowell@matbus.com.

Sincerely,



Lori Van Beek
Moorhead Transit Manager



City Council Communication

April 8, 2024

SUBJECT:

Resolution to Approve and Submit the 2024 Transit Title VI Civil Rights Program to the Federal Transit Administration

RECOMMENDATION:

The Mayor and City Council are asked to consider the following actions:

1. Approval in substantial form the Transit Title VI Civil Rights Program; and
2. Authorization to submit same to the Federal Transit Administration (FTA).

BACKGROUND/KEY POINTS:

All programs receiving financial assistance from the FTA are subject to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Department of Transportation's implementing regulations, Circular 4702.1B, which protects people from discrimination based on race, color and national origin.

As a recipient of federal funding, MATBUS for the City of Moorhead must:

- Ensure that the level and quality of public transportation service is provided in a nondiscriminatory manner;
- Promote full and fair participation in public transportation decision-making without regard to race, color or national origin;
- Ensure meaningful access to transit-related programs and activities by persons with limited English proficiency.

Every three years, MATBUS must report to FTA by submitting materials that show their programs, policies and activities comply with DOT's Title VI regulations. All recipients must also have their Title VI program approved by the appropriate governing official, i.e. the City Council for City-operated entities. Refer to the [Moorhead Title VI Program](#) for the full document.

Moorhead Transit's Title VI program includes the following:

- Any notices to the public of protections against discrimination afforded by Title VI, as well as a list of their locations;
- A Title VI discrimination complaint form and instructions to the public on how to complete it;
- A list of any public transportation-related Title VI investigations, complaints or lawsuits filed with the recipient since the time of the last submission;
- A public participation plan including outreach to minority and limited English proficient populations within the service area (may also include other traditionally underserved constituencies, such as people with disabilities and low-income populations);
- The recipient's plan for assisting persons with limited English proficiency;
- The recipient's service standards and service policies;
- Any additional relevant information that demonstrates adherence to Title VI regulations.



City Council Communication

April 8, 2024

The previous program submission received approval from the regional FTA Civil Rights Officer June 1, 2021 and will expire May 31, 2024. The draft program must be approved by the City and a certified resolution forwarded to FTA upon approval before May 31, 2024. FTA may require additional documentation during their review, which will be provided by Transit staff upon request.

The Metro Area Transit (MAT) Coordinating Board reviewed the draft Title VI Program at their regularly scheduled meeting of March 20, 2024, and unanimously recommended Council approval and submission to FTA.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Lori Van Beek, Transit Manager

Attachments:

RESOLUTION 2024-0408-H

Resolution to Approve and Submit the 2024 Transit Title VI Civil Rights Program to the Federal Transit Administration

WHEREAS, every three years the City of Moorhead is required by the Federal Transit Administration (FTA), to update the Transit-related Title VI Civil Rights Program and related assurances; and

WHEREAS, the 2024 Title VI Program has been updated and will be submitted in draft form to the FTA for review;

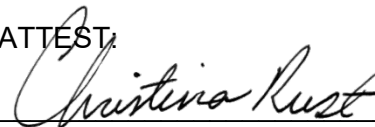
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, upon recommendation of the Metro Area Transit Coordinating Board, that they do hereby approve the City of Moorhead Transit-related Title VI Civil Rights Program and Assurances, a copy of which was before the City Council in substantial form and is of record and on file in the Office of the City Clerk; and hereby authorizes submission of said document to the Federal Transit Administration.

PASSED: April 8, 2024 by the City Council of the City of Moorhead.

APPROVED BY:


MICHELLE (SHELLY) A. CARLSON, Mayor

ATTEST:


CHRISTINA RUST, City Clerk

Attachment A

Route Changes 2021-2023

2021

Route 3 Long-Term Detour: Route 3 began a long-term detour on April 21, 2021, due to road construction on 12th Ave S between 20th St. S and 34th St. S. Bus stops were no longer served on 14th St S (stops continue to be served by Route 2), 12th Ave S, or 4th Ave S. A temporary bus stop was placed at 21st St S and 1st Ave S to serve Moorhead High School. This detour ended on July 20, 2021. Route 3 also continued to detour from the area of the 20th/21st St grade separation project, which began July 30, 2018.

Route 4 at Cash Wise: As the result of a request made by the property owner, Route 4 was no longer able to travel through the EasTen Mall parking lot past Cash Wise Foods and Runnings, effective May 1, 2021. When leaving the Dilworth Walmart, Route 4 now travels south on 34th St N to Hwy 10 Ave, west on Hwy 10 Ave, then north on 30th St N, which is on the west side of Runnings. From there, the route resumes its normal path. A new bus stop was added on 30th St N at the Runnings driveway. The shelter previously located in the Cash Wise parking lot was moved east to 34th St N, just north of the driveway to the grocery store. An accessible concrete pathway was added to connect the shelter to the parking lot, so riders did not have to access the grocery store via the busy driveway.

Route 6 Expansion and Loop Reversal: Effective May 1, 2021, the direction of the route was reversed to travel through north Dilworth before serving south Dilworth. This was required in order to continue to serve the CVS Pharmacy on the Highway 10 Frontage Road. Due to an intersection redesign at 34th St and Hwy 10, the route could no longer turn east onto the frontage road when traveling south from the Dilworth Walmart. With the reversed direction, the bus is able to turn north on 34th St toward Walmart after leaving CVS. The route was also extended east to 14th St NE, in order to serve new retail and residential development, upon the request of the City of Dilworth.

Route 9 Stop Order: As the result of a request made by the property owner, Route 9 was no longer able to travel through the EasTen Mall parking lot past Cash Wise Foods and Runnings, effective May 1, 2021. The order of bus stops was also adjusted on the southern part of the route, by Sanford, the Vista Center for Education, and the Moorhead Schools Career Academy. Previously, after serving the Horizon Shores area, the route traveled to Sanford, then Vista, then Career Academy. On that path, the bus traveled north on 34th St S past Vista, requiring students to cross a busy road to reach the bus stop on the east side. The order of stops was changed to first serve the Career Academy, then turn south on 34th St S to serve Vista on the west side of the street, then Sanford. The southwest loop was also shortened to travel through the parking lot east of the Career Academy, rather than going on 26th St S to the west. This eliminated two bus stops NW of the building that had very little ridership, and moved the south bus stop to the parking lot east of the front doors.

On-demand service was also added to Vista, as the location is set back from the street. For pickup, riders call dispatch, who will notify the driver to serve the building on their next trip. For dropoff, riders notify the driver when they board.

Route 2 Peak: On November 8, the extra Route 2 bus that operates during peak was discontinued for the rest of the MSUM academic year. This was a temporary change made due to driver shortages. Normally, Route 2 has 30-minute headway all day, with an extra bus that runs 2:30-6:30pm, Monday-Friday during the MSUM academic year, for 15-minute service.

2022

Evening Hours: On January 10, the system's evening hours were temporarily reduced due to driver shortages. Previously, the system operated until 11:15pm Monday-Saturday. This reduction put the new ending time as 9:45pm, which continued through the remainder of 2022.

Route 2 Peak: On November 8, 2021, the extra Route 2 bus that operates during peak was discontinued for the rest of the MSUM academic year. This was a temporary change made due to driver shortages. Normally, Route 2 has 30-minute headway all day, with an extra bus that runs 2:30-6:30pm, Monday-Friday during the MSUM academic year, for 15-minute service. This bus run resumed at the start of the Fall 2022 semester, and operated until the end of the semester as usual.

Center Avenue Construction: Route 4 was not able to travel on Center Ave from June 6 to November 5 due to a major downtown corridor redesign on Center Ave. Instead, it traveled both inbound and outbound on 1st Ave N. During this time, only one bus stop was not served – the Moorhead Center Mall shelter on Center Ave.

20th/21st St Grade Separation: Route 3 started a long-term detour on July 30, 2018 due to construction on a new underpass at 20th/21st St S. During this detour, two bus stops between 6th Ave S and 12th Ave S were not served. After the completion of the project, Route 3 returned to its original route on November 23, 2022.

Route 4: The temporary road work that prevented Route 4 from reaching Target became permanent. This work modified the intersection at 34th Street S and Highway 10, and did not allow the bus to make a left turn from the Target frontage road. The detour became permanent effective August 1, 2019.

2023

Evening Hours: On January 9, the system's evening hours were temporarily extended to 10:15pm, due to an improvement in driver shortages. Hours were temporarily reduced to 9:45pm January 10, 2022 to January 8, 2023. Previously, the system operated until 11:15pm Monday-Saturday. This new 10:15pm end time continued through the remainder of 2023.

Route 2 Peak: On January 30, the extra Route 2 bus that operates during peak was discontinued until further notice. This was a temporary change made due to driver shortages. Normally, Route 2 has 30-minute headway all day, with an extra bus that runs 2:30-6:30pm, Monday-Friday during the MSUM academic year, for 15-minute service.

Dilworth Walmart Hub: Effective April 11, 2023, the Dilworth Walmart bus stop was required to move from its location due to an addition on the north side of the building. This addition and its construction would block the path of buses approaching from the northeast, to serve the shelter directly north of the building's northwest corner. The shelter was moved west to the south side of the parking lot island, and additional parking spots were blocked for a passenger waiting area. This area will be developed for a permanent location with new shelter in 2024. This hub is served by Route 4, Route 6 and Route 9.

Riverview Heights Shelter: Due to road construction on 2nd Ave N, the bus shelter for the Riverview Heights high rise was inaccessible. Route 4 detoured to 1st Ave N via 9th St N and 11th St N, depending on construction staging areas. A temporary bus stop was placed one block south of the shelter at 1st Ave N/8th St N. This detour lasted from May 17 to November 8.

Transit Service Changes

**Route 4 at Cashwise Effective: May 1,
2021**

**Route 6 Expansion and Loop
Reversal Effective: May 1, 2021**

**Route 9 Stop Order Effective: May
1, 2021**

Public Hearing Notice Proposed Transit Service Changes to MATBUS Route 6 (Dilworth) and Route 9 (Moorhead)

The City of Moorhead is considering service changes to Moorhead and Dilworth MATBUS routes, to become effective May 1, 2021. The proposed changes would extend Route 6 farther east to 14th Street NE in Dilworth, reverse the direction of Route 6, and remove a portion of Route 9 in southeast Moorhead. The proposed service changes to MATBUS are considered major and will require public hearings. Full details of the proposed changes can be viewed on matbus.com.

The first public hearing will be held by the Dilworth City Council on Monday, March 8, 2021 at 6:00 p.m. in the Council Chambers of City Hall, 2 First Avenue SE, Dilworth, MN. Pursuant to the Emergency Declaration dated March 18, 2020 and Resolution 20-12, in-person meetings are closed to the public and not practical due to COVID-19. Those who wish to listen in and/or participate in the meeting can call in at 6:00 p.m., 312-626-6799, Meeting ID: 976 1360 9823, or join interactively at <https://zoom.us/j/97613609823>. The meeting link will also be provided on the city website prior to the meeting. At the hearing, the City of Dilworth will afford an opportunity for interested persons to be heard with respect to the proposed service changes. If other accommodations are needed, please contact city staff.

The second public hearing will be held by the Moorhead City Council on Monday, March 22, 2021, at 5:45 p.m. The Moorhead City Council is currently operating under an emergency ordinance due to COVID-19. Until further notice, Moorhead City Hall is closed to the public and City Council meetings are being held virtually to allow the public to hear and see the City Council meetings. For participation information, visit The City's Public Participation Guidance page at <http://www.cityofmoorhead.com/residents/coronavirus-covid-19-/meetings-events-activities/public-participation-guidance>. Those who wish to participate in the public hearing are asked to contact the City of Moorhead in advance at assessments@cityofmoorhead.com or 218-299-5166. At the hearing, the City of Moorhead will afford an opportunity for interested persons to be heard with respect to the proposed service changes. Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in meetings will be provided. To arrange assistance, call the City Clerk's Office at 218-299-5166 (voice) or 711 (TDD/TTY).

Written comments may be submitted in advance of either public hearing to: Lori Van Beek, Transit Manager, 650 23rd Street North, Fargo, ND 58102, E-mail LVanbeek@matbus.com, telephone 701-476-6686.

Informational Display: An informational display on the proposed changes, as well as comment cards, will be in the lobby of the Ground Transportation Center (GTC), 502 N.P. Avenue, Fargo, ND, from February 22 through March 5 and posted online at www.matbus.com. Written comments may be turned in to the dispatch window and will be considered by staff prior to the final recommendation to the City Council.

Comments received may result in changes to the proposed routes and times. The *final recommendations* will be made available to the public on March 26, 2021, at the GTC and on matbus.com.

Publish in The Extra, Legals

Thursday, March 4, 2021

Send 4 Affidavits of Publication

Bill to City of Moorhead – Transit Division

Public Hearing Notice

Proposed Transit Service Changes to MATBUS Route 6 (Dilworth) and Route 9 (Moorhead)

The City of Moorhead is considering service changes to Moorhead and Dilworth MATBUS routes, generally described below, to become effective May 1, 2021.

Informational Display: An informational display on the proposed changes, as well as comment cards, will be in the lobby of the Ground Transportation Center (GTC), 502 NP Ave, Fargo, ND, from February 22 through March 5 and posted online at www.matbus.com. Written comments may be turned in to the dispatch window and will be considered by staff prior to the final recommendation to the City Council. In addition, written comments may be submitted in advance to: Lori Van Beek, Transit Manager, 650 23 St N, Fargo, ND 58102, E-mail LVanbeek@matbus.com, telephone 701.476.6686. For TDD Relay Service call 7-1-1.

Public Hearings: The proposed service changes to MATBUS are considered major and will require public hearings. The first public hearing will be held by the Dilworth City Council on Monday, March 8, 2021 at 6:00 pm in the Council Chambers of City Hall, 2 First Ave SE, Dilworth, MN. Pursuant to the Emergency Declaration dated March 18, 2020 and Resolution 20-12, in-person meetings are closed to the public and not practical due to COVID-19. Those who wish to listen in and/or participate in the meeting can call in at 6:00 pm, 312.626.6799, Meeting ID: 976 1360 9823, or join interactively at <https://zoom.us/j/97613609823>. The meeting link will also be provided on the city website prior to the meeting. At the hearing, the City of Dilworth will afford an opportunity for interested persons to be heard with respect to the proposed service changes. If other accommodations are needed, please contact city staff.

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Written comments may be submitted in advance of either public hearing to: Lori Van Beek, Transit Manager, 650 23 St N, Fargo, ND 58102, E-mail LVanbeek@matbus.com, telephone 701.476.6686.

Comments received may result in changes to the proposed service routes and times. The *final recommendations* will be made available to the public on March 26, 2021, at the GTC.

Changes to Route 6: The proposed changes would extend Route 6 farther east in Dilworth to reach recent commercial and residential development along 14 St NE. Route 6 would also be reversed for the portion of the route that operates in Dilworth, which will allow for more efficient access to CVS Pharmacy after the recent traffic flow changes made to the intersection of Highway 10 frontage road

and 34 St. Route 6 would depart the Dilworth Walmart and reach its major stops in the following order: CashWise, Community Center, Dilworth Elementary, 4 Ave NE, EastView Apartments, Houge Estates, The Silver Spike, Red River Recovery Center, Dilworth City Hall, CVS Pharmacy, and back to the Dilworth Walmart. For the extended portion of the route, Route 6 will travel east on 4 Ave NE to 14 St NE, south on 14 St NE to Highway 10, west on Highway 10 to 12 St NE, then west on 3 Ave NE to continue the current path reversed.

This route extension will lengthen the trip time from 30 minutes to 35 minutes. Route 6 will then depart its hub at the Dilworth Walmart at 35 minutes after the hour, from 6:35 a.m. to 6:35 p.m. on weekdays, and 7:35 a.m. to 5:35 p.m. on Saturdays. Due to the extended trip time, Route 6 will no longer have a direct timing connection with Route 4 for its departure at 40 minutes after the hour. The routes will continue to connect for Route 4's departure at 10 minutes after the hour. After completing its loop at the Dilworth Walmart, the bus that travels Route 6 will then travel a full trip on Route 9, which is proposed to be shortened in order to accommodate the Route 6 extension. The bus will alternate between Route 6 and Route 9 throughout the day, a process of connection called "interlining."

Changes to Route 9: The proposed changes would remove the loop of Route 9 that currently travels past Menards and ByteSpeed, west of Main Ave SE. A small portion of the southern end of Route 9 will also be reversed in order to serve Vista Center for Education on the west side of 34 St S. The route will travel its current path south on 40 St S, then west on 24 Ave S. From there, it will begin the path reversal, traveling south on 34 St S to 26 Ave S, east on 26 Ave S to the roundabout, south on 28 Ave S to the Sanford entrance, north on 36 St S to 24 Ave S, west on 24 Ave S to 34 St S, then north on 34 St S to continue the route as usual.

This route change will shorten the trip time from 30 minutes to 25 minutes. Route 9 will depart its hub at the Dilworth Walmart at 10 minutes after the hour, from 7:10 a.m. to 6:10 p.m. on weekdays and Saturdays.

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA

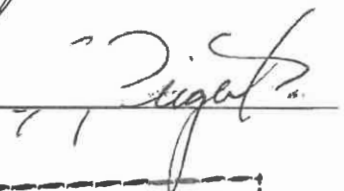
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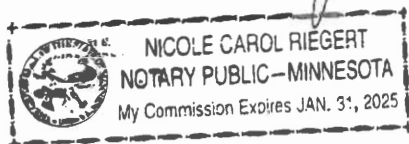
COUNTY OF CLAY

Lana Syltie, being first duly sworn, on oath states as follows: 1. I am the publisher of the *The Forum*, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07. 2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02. 3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows: *Wednesday, Feb. 17, 2021*. 4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: *1st run: 47¢ per line. 2nd run: .40¢ per line*. 5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Cass County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

Dated this 17th day of February, 2021.


Legal Clerk


Notary Public



**Public Hearing Notice
Proposed Transit
Service Changes to
MATBUS Route 6 (Dilworth) and
Route 9 (Moorhead)**

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Informational Display: An informational display on the proposed changes, as well as comment cards, will be in the lobby of the Ground Transportation Center (GTC), 502 N.P. Avenue, Fargo, ND, from February 22 through March 5 and posted online at www.matbus.com. Written comments may be turned in to the dispatch window and will be considered by staff prior to the final

recommendation to the City Council. Comments received may result in changes to the proposed routes and times. The final recommendations will be made available to the public on March 26, 2021, at the GTC and on matbus.com.
(Feb. 17, 2021)

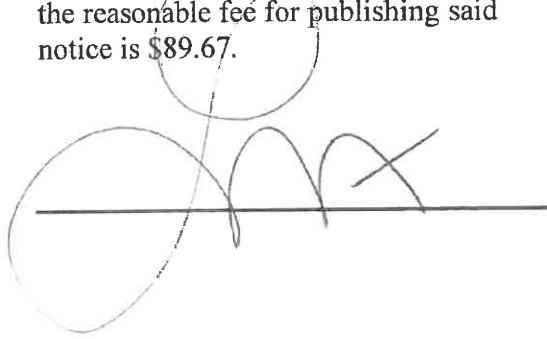
2876470

FM Extra
810 4th Ave S Suite 120
PO Box 1026
Moorhead, MN 56561

State of Minnesota

Clay County

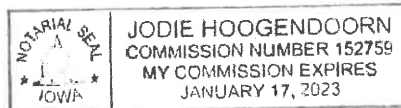
I, Lisa Miller, duly sworn on my oath, do say that in the FM Extra, a newspaper issued weekly, published at Moorhead, in said County of Clay, the attached notice was inserted and published in said newspaper in the issue of 03/04/21 for the reasonable fee for publishing said notice is \$89.67.



State of Iowa
County of Lyon
Subscribed in my presence and sworn before me 03/04/21. Given under my hand and Notary Seal.



Notary Public



**Public Hearing Notice
Proposed Transit Service
Changes to
MATBUS Route 6 (Dilworth) and
Route 9 (Moorhead)**

The City of Moorhead is considering service changes to Moorhead and Dilworth MATBUS routes, to become effective May 1, 2021. The proposed changes would extend Route 6 farther east to 14th Street NE in Dilworth, reverse the direction of Route 6, and remove a portion of Route 9 in southeast Moorhead. The proposed service changes to MATBUS are considered major and will require public hearings. Full details of the proposed changes can be viewed on matbus.com.

The first public hearing will be held by the Dilworth City Council on Monday, March 8, 2021 at 6:00 p.m. in the Council Chambers of City Hall, 2 First Avenue SE, Dilworth, MN. Pursuant to the Emergency Declaration dated March 18, 2020 and Resolution 20-12, in-person meetings are closed to the public and not practical due to COVID-19. Those who wish to listen in and/or participate in the meeting can call in at 6:00 p.m., 312-626-6799, Meeting ID: 976 1360 9823, or join interactively at <https://zoom.us/j/97613609823>. The meeting link will also be provided on the city website prior to the meeting. At the hearing, the City of Dilworth will afford an opportunity for interested persons to be heard with respect to the proposed service changes. If other accommodations are needed, please contact city staff.

The second public hearing will be held by the Moorhead City Council on Monday, March 22, 2021, at 5:45 p.m. The Moorhead City Council is currently operating under an emergency ordinance due to COVID-19. Until further notice, Moorhead City Hall is closed to the public and City Council meetings are being held virtually to allow the public to hear and see the City Council meetings. For participation information, visit

The City's Public Participation Guidance page at <http://www.cityofmoorhead.com/residents/coronavirus-covid-19/meetings-events-activities/public-participation-guidance>. Those who wish to participate in the public hearing are asked to contact the City of Moorhead in advance at assessments@cityofmoorhead.com or 218-299-5166. At the hearing, the City of Moorhead will afford an opportunity for interested persons to be heard with respect to the proposed service changes. Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in meetings will be provided. To arrange assistance, call the City Clerk's Office at 218-299-5166 (voice) or 711 (TDD/TTY).

Written comments may be submitted in advance of either public hearing to: Lori Van Beek, Transit Manager, 650 23rd Street North, Fargo, ND 58102, E-mail LVanbeek@matbus.com, telephone 701-476-6686.

Informational Display: An informational display on the proposed changes, as well as comment cards, will be in the lobby of the Ground Transportation Center (GTC), 502 N.P. Avenue, Fargo, ND, from February 22 through March 5 and posted online at www.matbus.com. Written comments may be turned in to the dispatch window and will be considered by staff prior to the final recommendation to the City Council.

Comments received may result in changes to the proposed routes and times. The final recommendations will be made available to the public on March 26, 2021, at the GTC and on matbus.com.

Lori Van Beek

From: City of Moorhead <noreply@cityofmoorhead.com>
Sent: Thursday, February 18, 2021 11:06 AM
To: Lori Van Beek
Subject: Public Hearing: Proposed Route Changes

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.

Public Hearing: Proposed Route Changes

Proposed MATBUS Changes to Route 6 and 9

MATBUS is proposing changes to Route 6 and 9 that will take effect May 1, 2021.

Post Date: 02/18/2021 9:30 am

Public Hearing Notice
Proposed Transit Service Changes to
MATBUS Route 6 (Dilworth) and Route 9 (Moorhead)

The City of Moorhead is considering service changes to Moorhead and Dilworth MATBUS routes to become effective May 1, 2021.

The first public hearing will be held by Dilworth City Council on Monday, March 8, 2021 at 6:00 pm. The second public hearing will be held by the Moorhead City Council on Monday, March 22, 2021, at 5:45 pm.

More details of the route changes are described in the [attached summary](#).

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Lori Van Beek

From: City of Moorhead <noreply@cityofmoorhead.com>
Sent: Thursday, May 6, 2021 4:46 PM
To: Lori Van Beek
Subject: Moorhead MATBUS Route Changes

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Moorhead MATBUS Route Changes

Changes now in effect

Route 4, 6, and 9 changes as of May 1, 2021

Post Date: 05/06/2021 3:50 pm


MATBUS made changes to Routes 4, 6 and 9 effective May 1, 2021. For more information on the changes, please visit matbus.com.

To stay up-to-date on information from MATBUS, please sign up for [MATBUS Rider Alerts](#).

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To change your eNotification preference, [Click Here](#).

To unsubscribe from all City of Moorhead eNotifications, [Click Here](#).




6

Walmart, Cashwise, CVS Pharmacy,
Houge Estates, Dilworth Elementary

	Walmart		Cashwise		CVS Pharmacy	Dilworth City Hall	Departs Houge Estates	4th Ave NE & Woodbridge Dr	Dilworth Elementary	Community Center	Walmart	
	T	A	T	B	C	D	E	F	G	H	T	A
	6:40		6:42		6:44	6:48	6:54	6:55	6:59	7:00		7:06
	7:40		7:42		7:44	7:48	7:54	7:55	7:59	8:00		8:06
	8:40		8:42		8:44	8:48	8:54	8:55	8:59	9:00		9:06
	9:40		9:42		9:44	9:48	9:54	9:55	9:59	10:00		10:06
	10:40		10:42		10:44	10:48	10:54	10:55	10:59	11:00		11:06
	11:40		11:42		11:44	11:48	11:54	11:55	11:59	12:00		12:06
	12:40		12:42		12:44	12:48	12:54	12:55	12:59	1:00		1:06
	1:40		1:42		1:44	1:48	1:54	1:55	1:59	2:00		2:06
	2:40		2:42		2:44	2:48	2:54	2:55	2:59	3:00		3:06
	3:40		3:42		3:44	3:48	3:54	3:55	3:59	4:00		4:06
	4:40		4:42		4:44	4:48	4:54	4:55	4:59	5:00		5:06
	5:40		5:42		5:44	5:48	5:54	5:55	5:59	6:00		6:06
	6:10		6:12		6:14	6:18	6:24	6:25	6:29	6:30		6:36
	6:40		6:42		6:44	6:48	6:54	6:55	6:59	7:00		7:06

Shaded areas do not run on Saturdays.



9

Walmart, Cashwise, Horizon,
Sanford, Menard's, Sam's Club

	Walmart		Cashwise		Horizon School	24th Ave & 38th St S	Depert Sanford Medical Center	Sam's Club	Casey's General Store	34th St N Shelter (AXIS)	Walmart	
	T	A	T	B	C	D	E	F	G	H	T	A
Shaded areas only run on Saturdays.	7:10		7:12		7:18	7:19	7:24	7:27	7:32	7:34		7:36
	8:10		8:12		8:18	8:19	8:24	8:27	8:32	8:34		8:36
	9:10		9:12		9:18	9:19	9:24	9:27	9:32	9:34		9:36
	10:10		10:12		10:18	10:19	10:24	10:27	10:32	10:34		10:36
	11:10		11:12		11:18	11:19	11:24	11:27	11:32	11:34		11:36
	12:10		12:12		12:18	12:19	12:24	12:27	12:32	12:34		12:36
	1:10		1:12		1:18	1:19	1:24	1:27	1:32	1:34		1:36
	2:10		2:12		2:18	2:19	2:24	2:27	2:32	2:34		2:36
	3:10		3:12		3:18	3:19	3:24	3:27	3:32	3:34		3:36
	4:10		4:12		4:18	4:19	4:24	4:27	4:32	4:34		4:36
	5:10		5:12		5:18	5:19	5:24	5:27	5:32	5:34		5:36
	6:10		6:12		6:18	6:19	6:24	6:27	6:32	6:34		6:36

MATBUS | matbus.com | E-Mail



MATBUS, 650 23rd St N, Fargo, ND 58102

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Lori Van Beek

From: MATBUS <transit@matbus.com>
Sent: Thursday, April 29, 2021 2:04 PM
To: Lori Van Beek
Subject: Route Changes to Routes 4, 6 and 9

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go green
ride with us



ATTENTION

MATBUS Riders Route Changes

Beginning Saturday May 1, 2021, there will be route changes to Routes 4, 6 and 9.

Route 4:

- Will no longer travel through the parking lot past Cash Wise and Runnings.
- New bus stops at 34th St and 30th St will service these businesses.

Route 6 (major change):

- Reverse the direction of the route. (see map below for details)
- Extend route east to 14th St NE.
- Travel on 3rd Ave NW outbound from Walmart

Route 9:

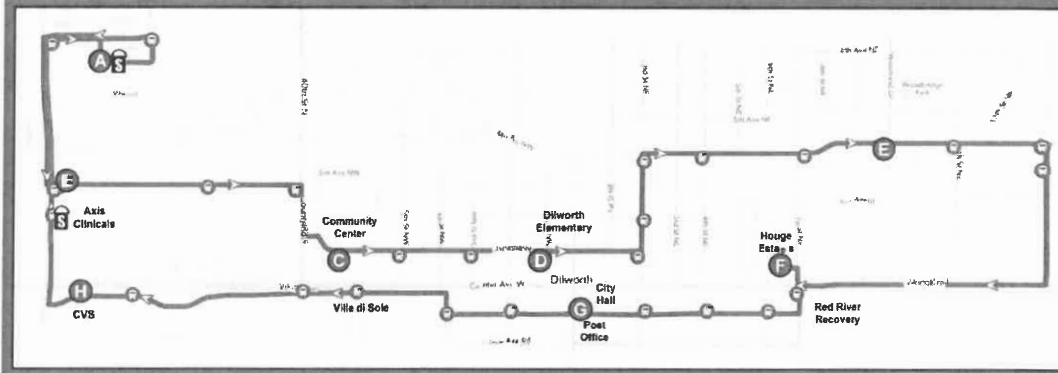
- Will no longer travel through parking lot past Cash Wise.
- Shortened loop past Menard's.
- Reverse the loop past Sanford.
- On-demand service to the Vista Center

Please see maps below for more details. For new time tables, please visit matbus.com.

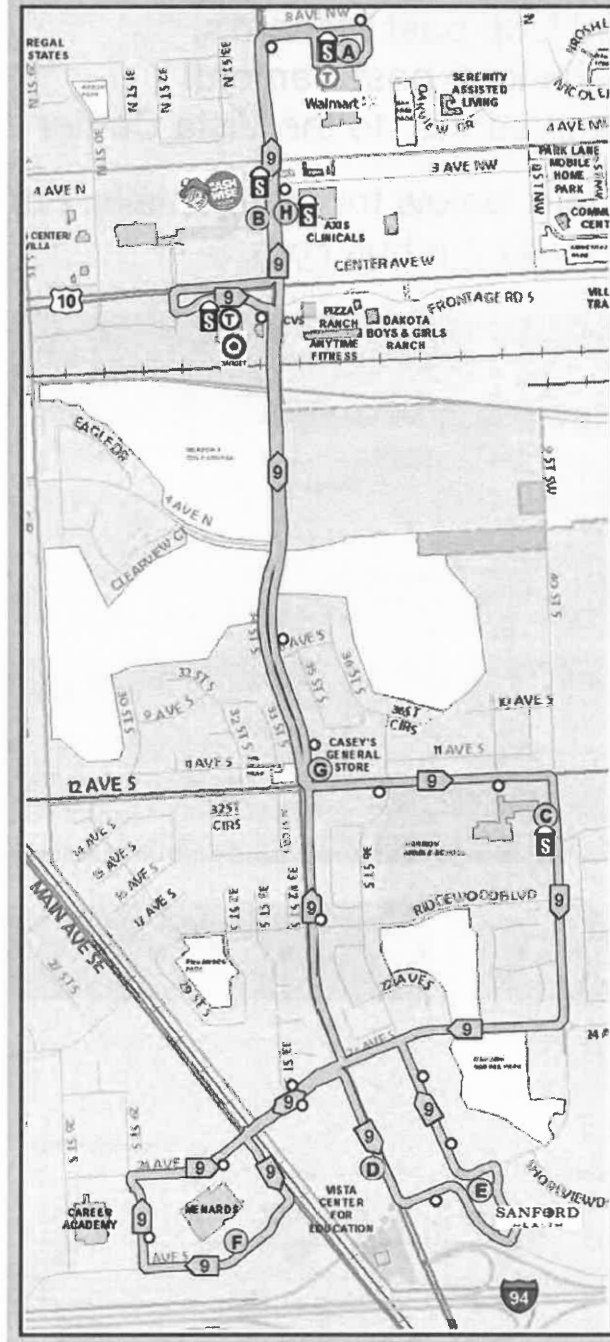
Route 4



Route 6



Route 9



MATBUS | 650 23rd St N, Fargo, ND 58102

UnsubscribeIvanbeek@matbus.com

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Sent by transit@matbus.com powered by



Lori Van Beek

From: MATBUS <transit@matbus.com>
Sent: Monday, March 8, 2021 4:36 PM
To: Lori Van Beek
Subject: Public Hearings Start Tonight! Proposed Changes to Routes 6 and 9

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.



Public Hearings for Proposed Route Changes Route 6 and Route 9 Changes Effective May 1, 2021

Route 6

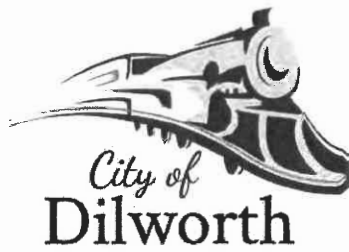
The proposed changes would extend Route 6 farther east in Dilworth to reach recent commercial and residential development along 14th Street NE. Route 6 would also be reversed, which will allow for more efficient access to CVS Pharmacy after the recent traffic flow changes made to the intersection of Highway 10 frontage road and 34th Street.

Route 9

The proposed changes would remove a portion of the loop of Route 9 that currently travels past Menards, west of Main Avenue SE. A small portion of the southern end of Route 9 will also be reversed in order to serve Vista Center for Education on the west side of 34th Street S.

Both Route 6 and Route 9 will also no longer travel through the Cashwise parking lot, due to a notice received from the property owner, and will serve the grocery store at a new bus stop on 34th Street.

Public Hearings



Dilworth City Hall
Monday, March 8
6:00 p.m



Moorhead City Hall
Monday, March 22
5:45 p.m.

For full details of the proposed changes, including information on how to provide comments visit the [MATBUS News](#) online.



MATBUS | 650 23rd St N, Fargo, ND 58102

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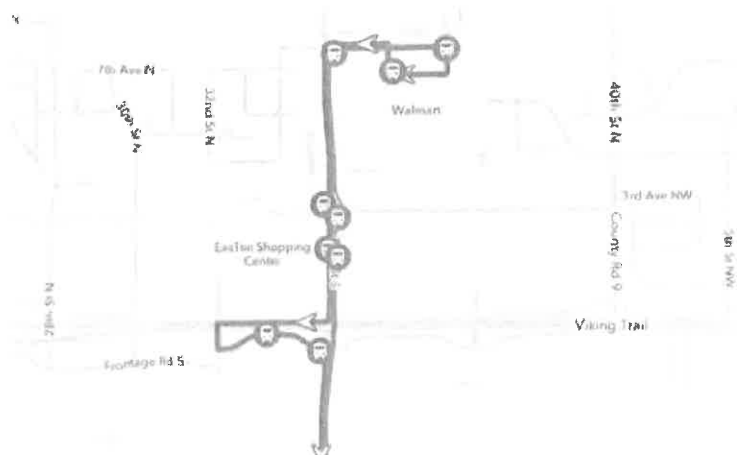


matbus

Published by Hootsuite · March 20 ·



Monday night is our 2nd public hearing for proposed changes to Routes 6 and 9. Visit our website for info on the changes, leaving comments, and participating in the meeting.
<http://ow.ly/LmDH50E3LMH>





matbus

Published by Taaren Haak · April 6 at 12:45 PM · 🌐 · 📷



The proposed changes to Route 6 and Route 9 were officially approved by Moorhead City Council, to begin on Saturday, May 1. Visit our website for full details on the changes.
<http://ow.ly/tVbo50EB88f>





matbus

Published by Hootsuite · April 28 at 3:24 PM · 1 · 0



Reminder: The changes to Moorhead Routes 4, 6 and 9 are starting this Saturday, May 1. Check out the full details on our website!
<http://ow.ly/tVbo50EB88f>





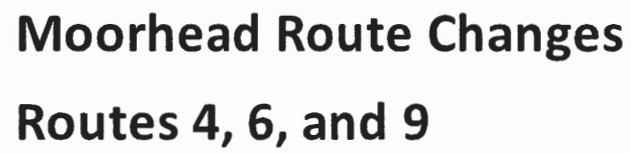
matbus

Published by Hootsuite • March 8 •



Tonight is the public hearing at Dilworth City Council to allow public comment on proposed changes to Route 6. Visit our website for full details of the changes. You can attend the public hearing, or send us comments by phone or email. <http://ow.ly/MD0650DTchG>







6

Walmart, Community Center,
Houge Estates, City Hall, CVS Pharmacy

	Walmart	3rd Ave Apartments	Community Center	Dilworth Elementary	4th Ave NE & Woodbridge Dr	Houge Estates (departure)	Dilworth City Hall	CVS Pharmacy	Walmart
	(T) (A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(T) (A)
Shaded areas do not run on Saturdays.	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04	7:10
	7:40	7:42	7:46	7:48	7:51	7:59	8:02	8:04	8:10
	8:40	8:42	8:46	8:48	8:51	8:59	9:02	9:04	9:10
	9:40	9:42	9:46	9:48	9:51	9:59	10:02	10:04	10:10
	10:40	10:42	10:46	10:48	10:51	10:59	11:02	11:04	11:10
	11:40	11:42	11:46	11:48	11:51	11:59	12:02	12:04	12:10
	12:40	12:42	12:46	12:48	12:51	12:59	13:02	12:59	13:05
	1:40	1:42	1:46	1:48	1:51	1:59	2:02	2:04	2:10
	2:40	2:42	2:46	2:48	2:51	2:59	3:02	3:04	3:10
	3:40	3:42	3:46	3:48	3:51	3:59	4:02	4:04	4:10
	4:40	4:42	4:46	4:48	4:51	4:59	5:02	5:04	5:10
	5:40	5:42	5:46	5:48	5:51	5:59	6:02	6:04	6:10
	6:10	6:12	6:16	6:18	6:21	6:29	6:32	6:34	6:40
	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04	7:10



9

Walmart, Cash Wise, Horizon, Vista,
Sanford, Menard's, AXIS Clinicals

	Walmart	Cash Wise (34th Street)	Horizon School Shelter	Vista Center	Sanford (departure)	Menard's	Casey's General Store	34th St N Shelter (AXIS)	Walmart
	(T) A	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(T) A
Shaded areas only run on Saturdays.	7:10	7:11	7:17	7:20	7:25	7:28	7:31	7:33	7:35
	8:10	8:11	8:17	8:20	8:25	8:28	8:31	8:33	8:35
	9:10	9:11	9:17	9:20	9:25	9:28	9:31	9:33	9:35
	10:10	10:11	10:17	10:20	10:25	10:28	10:31	10:33	10:35
	11:10	11:11	11:17	11:20	11:25	11:28	11:31	11:33	11:35
	12:10	12:11	12:17	12:20	12:25	12:28	12:31	12:33	12:35
	1:10	1:11	1:17	1:20	1:25	1:28	1:31	1:33	1:35
	2:10	2:11	2:17	2:20	2:25	2:28	2:31	2:33	2:35
	3:10	3:11	3:17	3:20	3:25	3:28	3:31	3:33	3:35
	4:10	4:11	4:17	4:20	4:25	4:28	4:31	4:33	4:35
	5:10	5:11	5:17	5:20	5:25	5:28	5:31	5:33	5:35
	6:10	6:11	6:17	6:20	6:25	6:28	6:31	6:33	6:35

This is a detailed street map of Sanford, Florida. The map shows a network of roads including Main Ave SE, Center Ave, Frontage Rd S, and Ridgewood Blvd. Key landmarks and businesses are labeled, such as Walmart, CVS, Menards, and the Vista Center for Education. A route is highlighted with a thick line and numbered markers (10, 9, 8, 7, 6, 5, 4, 3, 2, 1). The route starts near the top left, goes south on Main Ave SE, then turns east on Center Ave, and continues through various streets like Frontage Rd S and Ridgewood Blvd. The route is marked with letters A through F at specific points. The map also shows residential areas with street names like 1st St, 2nd St, 3rd St, 4th St, 5th St, 6th St, 7th St, 8th St, 9th St, 10th St, 11th St, 12th St, 13th St, 14th St, 15th St, 16th St, 17th St, 18th St, 19th St, 20th St, 21st St, 22nd St, 23rd St, 24th St, 25th St, 26th St, 27th St, 28th St, 29th St, 30th St, 31st St, 32nd St, 33rd St, 34th St, 35th St, 36th St, 37th St, 38th St, 39th St, 40th St, 41st St, 42nd St, 43rd St, 44th St, 45th St, 46th St, 47th St, 48th St, 49th St, 50th St, 51st St, 52nd St, 53rd St, 54th St, 55th St, 56th St, 57th St, 58th St, 59th St, 60th St, 61st St, 62nd St, 63rd St, 64th St, 65th St, 66th St, 67th St, 68th St, 69th St, 70th St, 71st St, 72nd St, 73rd St, 74th St, 75th St, 76th St, 77th St, 78th St, 79th St, 80th St, 81st St, 82nd St, 83rd St, 84th St, 85th St, 86th St, 87th St, 88th St, 89th St, 90th St, 91st St, 92nd St, 93rd St, 94th St, 95th St, 96th St, 97th St, 98th St, 99th St, 100th St.

Jackie Engel

From: Jackie Engel
Sent: Thursday, March 31, 2022 9:44 AM
To: Lori Van Beek
Subject: RE: Mileage

Here is what I found for Route 6 and 9:

Route 6:		
New Route	Old Route	Difference
6.224	6.435	.211

Route 9:		
New Route	Old Route	Difference
8.594	8.645	.051

I got these numbers from the sample sheets.

JACKIE ENGEL | Office Specialist | **MATBUS** | 650 23rd Street N
o: 701-241-8140 | f: 701-241-8558 | e: jengel@matbus.com

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From: Lori Van Beek <LVanBeek@matbus.com>
Sent: Thursday, March 31, 2022 9:32 AM
To: Jackie Engel <JEngel@matbus.com>
Subject: RE: Mileage

Thanks!

LORI VAN BEEK | Moorhead Transit Manager | **MATBUS** | 650 23rd Street N, Fargo, ND, 58102
o: 701-476-6686 | c: (701) 367-0817 | f: 701-241-8558 | e: Lvanbeek@matbus.com

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From: Jackie Engel <JEngel@matbus.com>
Sent: Thursday, March 31, 2022 9:21 AM
To: Lori Van Beek <LVanBeek@matbus.com>
Subject: RE: Mileage

Route 4:

Mileage of the area around CashWise is .53 miles. Total miles we were using for that route was 11.63 but as I am re-working Route 4, it is more like 11.44 miles.

I'll try to figure out the rest.

JACKIE ENGEL | Office Specialist | **MATBUS** | 650 23rd Street N
o: 701-241-8140 | f: 701-241-8558 | e: jengel@matbus.com

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From: Lori Van Beek <LVanBeek@matbus.com>
Sent: Wednesday, March 30, 2022 3:41 PM
To: Jackie Engel <JEngel@matbus.com>
Subject: Mileage

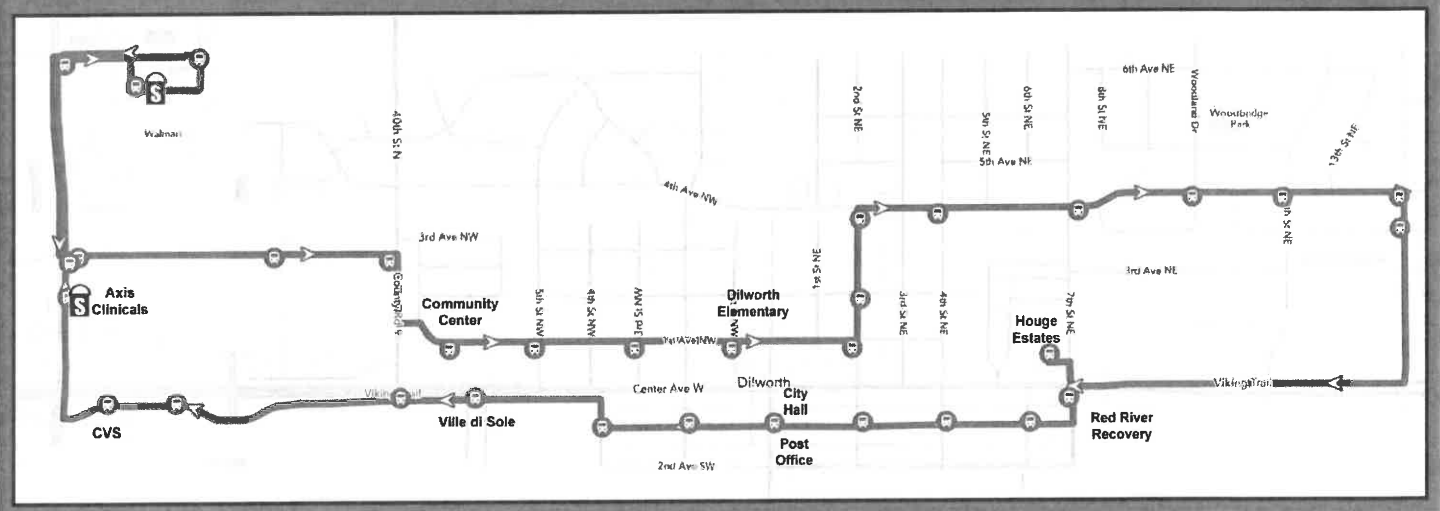
Can you measure the mileage of the route change and provide that and the total mileage for the route. I need to demonstrate in writing that the change was less than 25%.

Please do this for Routes 4, 6 and 9. We should do this in the future, so I'll add it to the checklist. Thanks!

LORI VAN BEEK | Moorhead Transit Manager | **MATBUS** | 650 23rd Street N, Fargo, ND, 58102
o: 701-476-6686 | c: (701) 367-0817 | f: 701-241-8558 | e: Lvanbeek@matbus.com

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Route 6



Vista Center



Route 9



	Walmart	Cashwise (34th Street)	Community Center	Dilworth Elementary	4th Ave NE & Woodbridge Dr	Houge Estates (departure)	Dilworth City Hall	CVS Pharmacy	Walmart
Shaded areas do <u>not</u> run on Saturdays.	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04	7:10
	7:40	7:42	7:46	7:48	7:51	7:59	8:02	8:04	8:10
	8:40	8:42	8:46	8:48	8:51	8:59	9:02	9:04	9:10
	9:40	9:42	9:46	9:48	9:51	9:59	10:02	10:04	10:10
	10:40	10:42	10:46	10:48	10:51	10:59	11:02	11:04	11:10
	11:40	11:42	11:46	11:48	11:51	11:59	12:02	12:04	12:10
	12:40	12:42	12:46	12:48	12:51	12:59	13:02	12:59	13:05
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	3:40	3:42	3:46	3:48	3:51	3:59	4:02	4:04	4:10
	4:40	4:42	4:46	4:48	4:51	4:59	5:02	5:04	5:10
	5:40	5:42	5:46	5:48	5:51	5:59	6:02	6:04	6:10
	6:10	6:12	6:16	6:18	6:21	6:29	6:32	6:34	6:40
	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04	7:10

Vista Center



COMMENT SHEET

PROPOSED MATBUS CHANGES – ROUTES 6 AND 9

(The public hearings on these changes will be held at Dilworth City Council on Monday, March 8, 2021 at 6:00 p.m. –
Moorhead City Council on Monday, March 22, 2021 at 5:45 p.m.)

Name: _____ **Phone:** _____ **Route #:** _____

Date: _____ **Email:** _____

Comments: _____

Return to GTC Dispatcher or Mail to: Lori Van Beek, Moorhead Transit Manager, 650 23rd Street N, Fargo, ND 58102, Email: LVanBeek@matbus.com

Public Hearing Notice

Proposed Transit Service Changes to MATBUS Route 6 (Dilworth) and Route 9 (Moorhead)

The City of Moorhead is considering service changes to Moorhead and Dilworth MATBUS routes, generally described below, to become effective May 1, 2021.

Informational Display: An informational display on the proposed changes, as well as comment cards, will be in the lobby of the Ground Transportation Center (GTC), 502 N.P. Avenue, Fargo, ND, from February 22 through March 5 and posted online at www.matbus.com. Written comments may be turned in to the dispatch window and will be considered by staff prior to the final recommendation to the City Council. In addition, written comments may be submitted in advance to: Lori Van Beek, Transit Manager, 650 23rd Street North, Fargo, ND 58102, E-mail LVanbeek@matbus.com, telephone 701-476-6686. For TDD Relay Service call 7-1-1.

Public Hearings: The proposed service changes to MATBUS are considered major and will require public hearings. The first public hearing will be held by the Dilworth City Council on Monday, March 8, 2021 at 6:00 p.m. in the Council Chambers of City Hall, 2 First Avenue SE, Dilworth, MN. Pursuant to the Emergency Declaration dated March 18, 2020 and Resolution 20-12, in-person meetings are closed to the public and not practical due to COVID-19. Those who wish to listen in and/or participate in the meeting can call in at 6:00 p.m., 312-626-6799, Meeting ID: 976 1360 9823, or join interactively at <https://zoom.us/j/97613609823>. The meeting link will also be provided on the city website prior to the meeting. At the hearing, the City of Dilworth will afford an opportunity for interested persons to be heard with respect to the proposed service changes. If other accommodations are needed, please contact city staff.

The second public hearing will be held by the Moorhead City Council on Monday, March 22, 2021, at 5:45 p.m. The Moorhead City Council is currently operating under an emergency ordinance due to COVID-19. Until further notice, Moorhead City Hall is closed to the public and City Council meetings are being held virtually to allow the public to hear and see the City Council meetings. For participation information, visit The City's Public Participation Guidance page at <http://www.cityofmoorhead.com/residents/coronavirus-covid-19-meetings-events-activities/public-participation-guidance>. Those who wish to participate in the public hearing are asked to contact the City of Moorhead in advance at assessments@cityofmoorhead.com or 218-299-5166. At the hearing, the City of Moorhead will afford an opportunity for interested persons to be heard with respect to the proposed service changes. Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in meetings will be provided. To arrange assistance, call the City Clerk's Office at 218-299-5166 (voice) or 711 (TDD/TTY).

Written comments may be submitted in advance of either public hearing to: Lori Van Beek, Transit Manager, 650 23rd Street North, Fargo, ND 58102, E-mail LVanbeek@matbus.com, telephone 701-476-6686.

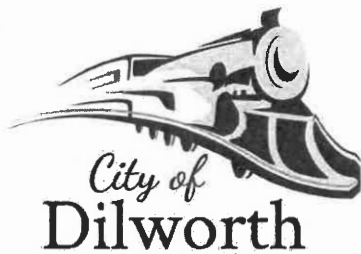
Comments received may result in changes to the proposed service routes and times. The *final recommendations* will be made available to the public on March 26, 2021, at the GTC.

Changes to Route 6: The proposed changes would extend Route 6 farther east in Dilworth to reach recent commercial and residential development along 14th Street NE. Route 6 would also be reversed for the portion of the route that operates in Dilworth, which will allow for more efficient access to CVS Pharmacy after the recent traffic flow changes made to the intersection of Highway 10 frontage road and 34th Street. Route 6 would depart the Dilworth Walmart and reach its major stops in the following order: Community Center, Dilworth Elementary, 4th Avenue NE, EastView Apartments, Houge Estates, The Silver Spike, Red River Recovery Center, Dilworth City Hall, CVS Pharmacy, and back to the Dilworth Walmart. For the extended portion of the route, Route 6 will travel east on 4th Avenue NE to 14th Street NE, south on 14th Street NE to Highway 10, west on Highway 10 to 7th Street NE, north on 7th Street NE and through the Houge Estates parking lot, south on 7th Street NE to 1st Avenue SE, then west on 1st Avenue SE to continue the current path reversed.

Route 6 will no longer travel through the Cash Wise parking lot, due to a notice received from the property owner, and will serve the grocery store at a new bus stop on 34th Street. After completing its loop at the Dilworth Walmart, the bus that travels Route 6 will then travel a full trip on Route 9. The bus will alternate between Route 6 and Route 9 throughout the day, a process of connection called “interlining.”

Changes to Route 9: The proposed changes would remove a portion of the loop of Route 9 that currently travels past Menards, west of Main Avenue SE. Route 9 will also no longer travel through the Cash Wise parking lot, due to a notice received from the property owner, and will serve the grocery store at a new bus stop on 34th Street. A small portion of the southern end of Route 9 will also be reversed in order to serve Vista Center for Education on the west side of 34th Street S. The route will travel its current path south on 40th Street S, then west on 24th Avenue S. From there, it will begin the path reversal, traveling south on 34th Street S to 26th Avenue S, east on 26th Avenue S to the roundabout, south on 28th Avenue S to the Sanford entrance, north on 36th Street S to 24th Avenue S, west on 24th Avenue S to Main Avenue SE, south on Main Avenue SE, west on 27th Avenue S, north on 29th Street S to 24th Avenue S, east on 24th Avenue S to 34th Street S, then north on 34th Street S to continue the route as usual.

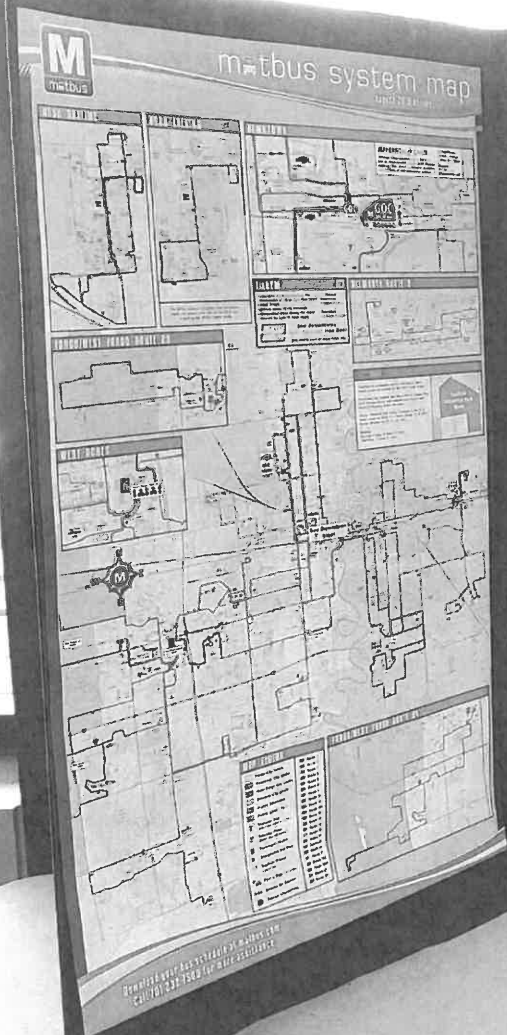
Public Hearings



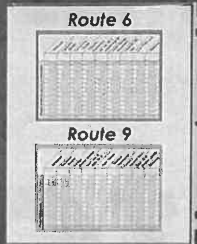
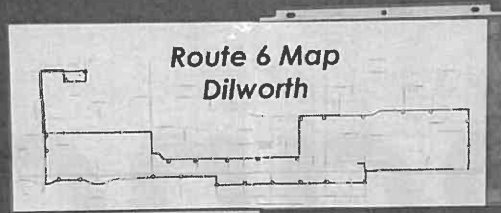
**Dilworth City Council
Monday, March 8
6:00 p.m.**




**Moorhead City Council
Monday, March 22
5:45 p.m.**




Proposed Changes Routes 6 & 9



Public Hearings

 Dilworth City Council
Monday, March 8
6:00 p.m.

 Moorhead City Council
Monday, March 22
5:45 p.m.

Public Hearing Notice
Moorhead Transit System Changes to
Route 6 and Route 9
The Moorhead Transit System is planning to make changes to its Route 6 and Route 9. These changes are being made to improve service and efficiency. The changes include adding new stops and changing the route. The public is invited to attend a hearing to discuss these changes and provide input. The hearing will be held on Monday, March 22, at 5:45 p.m. at the Moorhead City Council meeting. For more information, please contact the Moorhead Transit System at (218) 838-1234.

Public Hearing Notice
Dilworth Transit System Changes to
Route 6 and Route 9
The Dilworth Transit System is planning to make changes to its Route 6 and Route 9. These changes are being made to improve service and efficiency. The changes include adding new stops and changing the route. The public is invited to attend a hearing to discuss these changes and provide input. The hearing will be held on Monday, March 8, at 6:00 p.m. at the Dilworth City Council meeting. For more information, please contact the Dilworth Transit System at (218) 838-1234.

Feedback Form

Name: _____

Address: _____

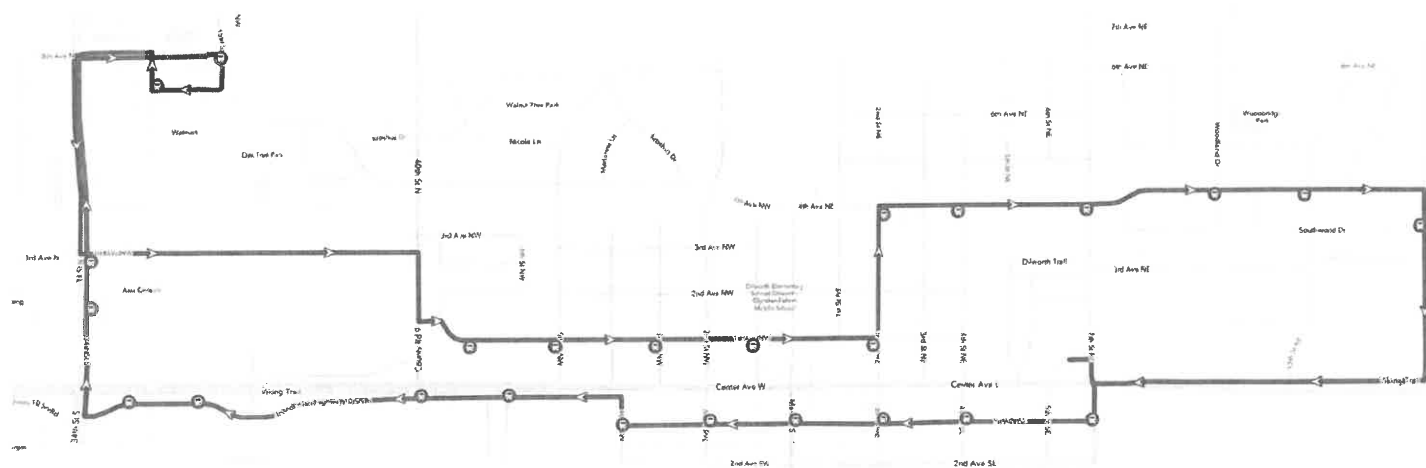
City: _____ State: _____ Zip: _____

Phone: _____

E-mail: _____

Comments: _____

***Proposed
Changes
Routes 6 & 9***



	Walmart	Cashwise (34th Street)	Community Center	Dilworth Elementary	4th Ave NE & Woodbridge Dr (departure)	Dilworth City Hall	CVS Pharmacy	Walmart
Shaded areas do not run on Saturdays.	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04
	7:40	7:42	7:46	7:48	7:51	7:59	8:02	8:04
	8:40	8:42	8:46	8:48	8:51	8:59	9:02	9:04
	9:40	9:42	9:46	9:48	9:51	9:59	10:02	10:04
	10:40	10:42	10:46	10:48	10:51	10:59	11:02	11:04
	11:40	11:42	11:46	11:48	11:51	11:59	12:02	12:04
	12:40	12:42	12:46	12:48	12:51	12:59	13:02	13:05
	1:40	1:42	1:46	1:48	1:51	1:59	2:02	2:04
	2:40	2:42	2:46	2:48	2:51	2:59	3:02	3:04
	3:40	3:42	3:46	3:48	3:51	3:59	4:02	4:04
	4:40	4:42	4:46	4:48	4:51	4:59	5:02	5:04
	5:40	5:42	5:46	5:48	5:51	5:59	6:02	6:04
	6:10	6:12	6:16	6:18	6:21	6:29	6:32	6:34
	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04

	Walmart	Cashwise	Horizon School Shelter	Vieta Center	Sanford (departure)	Menard's	Casey's	General Store	34th St N Shelter (AXIS)	Walmart
Shaded areas only run on Saturdays.	7:10	7:11	7:17	7:20	7:25	7:28	7:31	7:33	7:35	
	8:10	8:11	8:17	8:20	8:25	8:28	8:31	8:33	8:35	
	9:10	9:11	9:17	9:20	9:25	9:28	9:31	9:33	9:35	
	10:10	10:11	10:17	10:20	10:25	10:28	10:31	10:33	10:35	
	11:10	11:11	11:17	11:20	11:25	11:28	11:31	11:33	11:35	
	12:10	12:11	12:17	12:20	12:25	12:28	12:31	12:33	12:35	
	1:10	1:11	1:17	1:20	1:25	1:28	1:31	1:33	1:35	
	2:10	2:11	2:17	2:20	2:25	2:28	2:31	2:33	2:35	
	3:10	3:11	3:17	3:20	3:25	3:28	3:31	3:33	3:35	
	4:10	4:11	4:17	4:20	4:25	4:28	4:31	4:33	4:35	
	5:10	5:11	5:17	5:20	5:25	5:28	5:31	5:33	5:35	
	6:10	6:11	6:17	6:20	6:25	6:28	6:31	6:33	6:35	



Mayor and Council Communication

March 22, 2021

Page 1 of 2

SUBJECT: Public Hearing Regarding Changes to MATBUS Routes 6 and 9

RECOMMENDATION: Following a public hearing, the Mayor and City Council are asked to consider approval of changes to MATBUS Route 6 (Dilworth) and Route 9 (Moorhead) to become effective May 1, 2021.

BACKGROUND / KEY POINTS: Based on requests from City of Dilworth and Moorhead Area Public Schools, MATBUS is proposing modifications to its Route 6 and Route 9. Route 6 changes would allow the route to serve a new development area on the east side of Dilworth, and Route 9 changes would create safer access to the Vista Center for Education.

The changes would be considered as a one-year pilot program to determine effectiveness and could be modified depending on the final recommendations of the 2021-2026 Transit Development Plan, currently under development by SRF Consulting through the Fargo-Moorhead Metropolitan Council of Governments.

The removal of service near Cash Wise at the EasTen Mall is due to notice from the EasTen Mall property owner that the buses can no longer travel through their private drive effective in the spring; the property owner also asked for a new bus stop along 34th Street.

Maps showing the existing routes and proposed routes are attached. A summary of the changes is provided below:

Route 6

- Extend the route east to 14th Street NE to access new development.
- Remove the portion of the route that travels through the Cash Wise parking lot at the EasTen Mall. This will allow the proposed Route 6 to reach the desired development area while keeping the route within its 30-minute cycle. Route 6 passengers will continue to have direct access to groceries on their route at the Dilworth Walmart, and they can reach Cash Wise with a short walk from a new bus stop on 3rd Avenue NW.
- Reverse the direction of the route, allowing Route 6 to serve CVS Pharmacy at the end of its trip. This will also create a more efficient path to CVS, after its original path was affected by the intersection redesign at 34th Street and Highway 10.

Route 9

- Reverse the loop that travels to Sanford. This will allow the route to serve the Vista Center for Education on the west side of 34th Street S.
- Offer service on request to the Vista Center building through its parking lot. The regular route would include a bus stop on the street, but it would be a long distance for passengers with disabilities who use mobility aids. Passengers could call dispatch to request that the bus travel through the parking lot on its next trip. Passengers who wish to get dropped off at the building can notify the driver when they board.
- Remove a portion of the loop that currently travels west of the Moorhead Public Schools Career Academy.

- Remove the portion of the route that travels through the Cash Wise parking lot at the EasTen Mall. Route 9 passengers will continue to have direct access to groceries on their route at the Dilworth Walmart, and they can reach Cash Wise with a short walk from a new bus stop to be placed on 34th Street.

Per Moorhead's "Fare and Service Change Policy" approved on September 10, 2018, he proposed changes to Route 6 meet the definition of significant and require a public hearing. Significant changes include elimination of a route, addition of a route, affect 25% or more of the existing route mileage or annual revenue hours, or reduction or elimination of service to schools, elderly/public housing, hospitals or social service agencies.

A public hearing before the Dilworth City Council was held on March 8, 2021, regarding Route 6 which travels through Dilworth. No public comments were received at that hearing. Subsequently, the Dilworth City Council approved a resolution recommending support of the changes to Route 6.

Notices of the proposed changes, informational displays and public hearing were published in *The Extra and The Forum*, and provided to passengers by posting notices inside the buses and at the Ground Transportation Center (GTC), posting on the MATBUS website and the City of Moorhead website, creating posts on Facebook and Twitter, and sending out emails to the Rider Alert Listing of nearly 1,800 people. Maps were displayed at the GTC and comment sheets were available. As of March 15, 2021, no comments have been received.

FINANCIAL CONSIDERATIONS: The proposed route changes are cost neutral.

VOTING REQUIREMENTS: Majority of Quorum

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Department: Administration

Prepared by: Lori Van Beek, Transit Manager

Attachments:

Map of the Dilworth neighborhood showing streets and bus routes. The map includes streets such as 40th St N, 4th Ave NW, 5th St NW, 2nd St NW, 1st St NW, 6th Ave NE, 4th St NE, 3rd Ave NE, 12th St NE, Center Ave E, 2nd Ave SE, Main St N, N 15th St, Dilworth, 1st St NE, and 6th Ave NE. Bus routes are indicated by lines with circular icons containing the number 18. Arrows show the direction of travel along the routes.

Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held March 8, 2021, at 6:00 o'clock p.m., at City Hall.

Pursuant to the Emergency Declaration signed by Mayor Olson on March 18, 2020 and Resolution 20-12, this meeting was closed to the public due to COVID-19. Councilmembers met at City Hall in the Council Chambers. Members of the public and attendees participated via Zoom (telephonically and/or virtually) in accordance with Minnesota Statutes 13D.021.

PRESENT: Mayor Olson, Councilmembers Nash, Aasness, and Peterson

OTHERS: City Administrator Peyton Mastera, Finance Officer Sherri Farwell, Maintenance Supervisor Jeff Berg, City Engineer Dan Hanson, Police Chief Ty Sharpe, David Steichen, Lori Van Beek, Office Elias Hoversten, Tammy Schatz, Taaren Haak, Jim Englund, Brett Waldera, Jason McCoy, and Administrative Assistant Jessica Malvin.

1. CALL TO ORDER

Mayor Olson called the meeting to order at 6:00 p.m. and everyone took part in the Pledge of Allegiance.

2. ROLL CALL

3. AGENDA APPROVAL

MOTION: by Nash, seconded by Peterson, to approve the March 8, 2021. Motion carried by all members present voting aye.

4. CONSENT AGENDA APPROVAL

MOTION: by Aasness, seconded by Nash, to approve all items on the consent agenda and additional addendum items. Motion carried by all members present voting aye.

CONSENT AGENDA ITEMS

MOTION: by Aasness, seconded by Nash, to approve minutes from the February 22, 2021 City Council meeting.

MOTION: by Aasness, seconded by Nash, to receive and file the Lawful Gambling Monthly Tax Return statement of the Dilworth Lion's Club for January 2021.

MOTION: by Aasness, seconded by Nash, to approve 2021 Dilworth Fire Chief salary of \$3,200.

MOTION: by Aasness, seconded by Nash, to approve 2021 Dilworth Assistant Fire Chief salary of \$2,000.

- MOTION: by Aasness, seconded by Nash, to approve 2021 Dilworth Fire Captains' salary of \$1,200.
- MOTION: by Aasness, seconded by Nash, to approve 2021 Dilworth Fire Lieutenants' salary of \$1,000.
- MOTION: by Aasness, seconded by Nash, to approve 2021 Dilworth Fire Secretary/Office Manager salary of \$1,000.
- MOTION: by Aasness, seconded by Nash, to approve 2021 Dilworth Firefighters' salary of \$14.65/hour.
- MOTION: by Aasness, seconded by Nash, to receive and file February Incident Analysis Report.
- MOTION: by Aasness, seconded by Nash, to approve Mechanical/Heating License application of Dean's Heating & Air Conditioning, to expire March 7, 2022.
- MOTION: by Aasness, seconded by Nash, to approve Mechanical/Heating License application of Peterson Mechanical, Inc., to expire March 7, 2022.
- MOTION: by Aasness, seconded by Nash, to approve Amusement Machines License application for Mills Lounge, to expire March 7, 2022.
- MOTION: by Aasness, seconded by Nash, to approve Amusement Machine License application for HiHo Tavern, to expire March 7, 2022.
- MOTION: by Aasness, seconded by Nash, to approve Mechanical/Heating License application for G&T Plumbing & Heating, Inc., to expire March 7, 2022.
- MOTION: by Aasness, seconded by Nash, to approve Tobacco License application for Trax Liquors, to expire March 7, 2022.
- MOTION: by Aasness, seconded by Nash, to approve Mechanical/Heating License application of Custom HVAC Inc, - Bears Home Solutions/Benjamin Franklin Plumbing, to expire March 7, 2022.
- MOTION: by Aasness, seconded by Nash, to approve Amusement Machines License application for Red Hen Taphouse – Blue Ribbon Taps, LLC, to expire March 7, 2022.

END OF CONSENT AGENDA

5. CITIZEN'S CONCERNS

None received.

6. RECOGNIZE, FINANCE OFFICER SHERRI FARWELL ON 20 YEARS OF SERVICE7. RECOGNIZE, POLICE OFFICER ELIAS HOVERSTEN ON 5 YEARS OF SERVICE8. PUBLIC HEARING, PROPOSED TRANSIT SERVICE CHANGES TO MATBUS ROUTES 6 (DILWORTH) AND ROUTE 9 (MOORHEAD) (LORI VAN BEEK WITH MATBUS PRESENTING)

Opened at 6:10 p.m.

The current Route 6 goes through the EasTen shopping center in Moorhead. The property owners of EasTen are no longer allowing MATBUS to drive through their property, so the Moorhead portion of the route will be eliminated.

In looking at the current route, traffic flow, and demand, it was determined it would be best to “reverse” the main elements of the route which go through Dilworth. And with the elimination of the EasTen segment, it provides for Route 6 to remain approximately 30-minutes and allows them to capture the new commercial and residential areas on the east end of town.

Closed at 6:20 p.m.

9. RESOLUTION 21-11, APPROVING CHANGES TO MATBUS ROUTE 6

MOTION: by Aasness, seconded by Peterson, to approve Resolution 21-11, Approving Changes to MATBUS Route 6. Motion carried by all members present voting aye.

10. DISCUSSION, “TOBACCO, NOT WHAT IT USED TO BE” (JASON MCCOY WITH CLAY COUNTY PUBLIC HEALTH PRESENTING)

Jason McCoy presented on the changing tobacco/vaping culture and how that impact is being felt locally, specifically in the school districts.

11. DISCUSSION, AMENDMENTS TO CHAPTER 112 (TOBACCO & E-CIGARETTES) OF THE DILWORTH CODE OF ORDINANCES (JASON MCCOY WITH CLAY COUNTY PUBLIC HEALTH PRESENTING)

The Public Health Law Center has provided extensive recommendations on updated changes to the ordinance. Most of the amended ordinance is routine, so that language is reflective of today’s policies; however, some of the amendments may require discussion on part of the City Council:

- Prohibition of flavored tobacco in any capacity.
- Cigars must be sold in at least packs of five and cost a minimum of \$15.00. (Does not prohibit the sale of single cigars of at least \$4.00.)
- Prohibition of couponing.
- No delivery of tobacco products as a way to circumvent minors from purchasing.

A public hearing to review these text amendments will be held on March 22nd. Per state law, a 30-day notice is required in the newspaper and notice was mailed to all tobacco license holders in Dilworth (five total: Casey's (x2), Walmart, PetroServe, and Trax) of the public hearing. Many of these changes are most likely to be passed at the State level in the near future.

No formal action was taken.

12. DISCUSSION/CONSIDERATION, ESTABLISHMENT OF A COMMUNITY SERVICE OFFICER POSITION WITH THE DILWORTH POLICE DEPARTMENT

Trying to find a stable part-time police officer is a challenge, the pool continues to shrink as the requirements to be a part-time officer (eg. training, education) are the same as a full time officer. Currently the part time officer generally serves in the main backup capacity (15/20 hours a week) with a second part-timer filling in the gaps.

A part-time Community Service Officer position is being requested that would handle many of the daily tasks around the PD that does not require a post-license. This is an ideal job for someone looking to get into the law enforcement field that may not yet have the requisite education or skills.

Suggested starting wage for this position would be \$16 - \$17/hour. With the current gap in part timers as well as the current vacancy in place, the Chief does not see it being a problem being able to fund this position under the current budget. Depending upon the success of the program and how it evolves, more money may be placed in the budget at a later time.

MOTION: by Nash, seconded by Peterson, to establish a Community Services Officer position with the City of Dilworth. Motion carried by Mayor Olson, Councilmember Nash, and Councilmember Peterson voting aye. Councilmember Aasness voting nay.

13. ORDINANCE 21-02, TEXT AMENDMENTS TO CHAPTER 3 RULES & DEFINITIONS, CHAPTER 19 CENTRAL BUSINESS DISTRICT (C3), CHAPTER 20 LIGHT INDUSTRIAL DISTRICT (I1), CHAPTER 21 HEAVY INDUSTRIAL DISTRICT, AND CHAPTER 26 SIGNAGE OF THE DILWORTH ZONING ORDINANCE

On March 3, 2021 a public hearing was held and the Planning Commission has forwarded a recommendation to the City Council to approve the following text amendments:

- Establishment of a new billboard sign section. These signs are to be between 100 and 300 square feet, must be at least 5,000 feet from another billboard, and at least 250 feet from an off-premise sign.
- Amending the off-premise sign section. These signs cannot be over 99 square feet and must be at least 250 feet from one another.
- Electronic messaging regulations to both the new billboard section and amended off-premise section.
- Allowance for billboard and off-premise signs in the C3 zoning district.
- Subdivision entrance signs.
- Lowering the political campaign sign size requirements to 16 square feet.

- On-site construction signs.
- Update the portable sign section. Of note, allowing 28 days-worth of a portable sign to be utilized off site.
- Requirement that billboard and off-premise signs must receive a conditional use permit.
- Update to Chapter 3 Rules and Definitions to add in the types of signs and “substantial completion” definition.

MOTION: by Nash, seconded by Aasness, to approve Ordinance 21-02, Text Amendments to Chapter 3 Rules & Definitions, Chapter 19 Central Business District (C3), Chapter 20 Light Industrial District (I1), Chapter 21 Heavy Industrial District, and Chapter 26 Signage of the Dilworth Zoning Ordinance as presented. Motion carried by all members present voting aye.

14. CONSIDERATION, ORDINANCE 21-02 SUMMARY FOR PUBLICATION

MOTION: by Nash, seconded by Aasness, to approve Ordinance 21-02 Summary for Publication, as presented. Motion carried by all members present voting aye.

15. UPDATE, COMPOST DROP-OFF SITE RATES AND SCHEDULE

In January the City of Dilworth was made aware of a new compost tipping fee of \$10/yard from the City of Moorhead, beginning May 1, 2021. Our contract with Fuchs requires them to provide this service to us but there has never been an associated tipping fee. This would result in an approximate charge of \$45,000 to Fuchs.

The City of Moorhead is needing to recoup approximately \$70,000 for its yard waste operations due to no longer having an agreement with Clay County. It was determined the \$10/yard tipping fee could be substantially decreased to \$5.26/yard. The County has stated they can come up with a \$2.50/yard reimbursement, but the \$2.76/yard difference would have to be made up by the rural cities.

Currently the compost roll-offs sit outside and begin filling in April, and hauled away as necessary by Fuchs. This increase will cost us up to \$15,000. Staff is considering restricting the roll-offs to the peak times on each end of the yard waste season, but having them removed – not available for public drop-off – during non-peak times. This discussion will continue next meeting.

16. UPDATE, COVID-19

Federal COVID-19 Relief – Bill passed. Once Dilworth allotment is finalized (projection at \$500K), staff will convene and discuss how funds can be used. Guidelines per Federal Guidelines: Respond to or mitigate the public health emergency with respect to COVID-19 or its negative economic impacts; Cover cost incurred as a result of such emergency; Replace revenue that was lost, delayed, or decreased (as determined based on revenue projections for the metropolitan city, non-entitlement unit of local government, or county as of Jan. 27, 2020) as a result of such emergency; Address the negative economic impacts of such emergency.

Vaccine clinics – More vaccines coming available; seemingly there is a free clinic being held weekdays at Hjemkomst.

17. COUNCIL MEMBER'S CONCERNS AND COMMITTEE UPDATES

Mastera Loco Daze is moving forward with celebration plans using last year's agenda. TAK will no longer be able to host a youth dance due to hosting Fargo Moorhead Community Theater.

Park Board will be reviewing the survey results on Wednesday.

Habitat for Humanity is looking to possibly build two houses at 215 Adams Ave.

Olson Thank you Peyton and Kevin for attending Joint Powers.

Thank you to staff, Julie, and the Planning Commission for all your work on the sign ordinance.

18. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Peterson, to pay the claims, bills, and addendums items dated March 8, 2021. Motion carried by all members present voting aye.

19. ADJOURNMENT

The meeting was adjourned at 8:22 p.m.

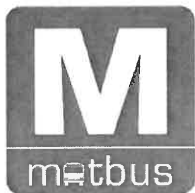
Mayor:  ATTEST: 
Chad Olson L. Peyton Mastera, City Administrator

Approved by the Dilworth City Council on March 22, 2021




Public Hearing for Proposed Changes to Route 6 Effective May 1, 2021

Monday, March 8, 2021

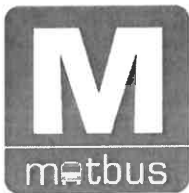


Current Route 6 Service

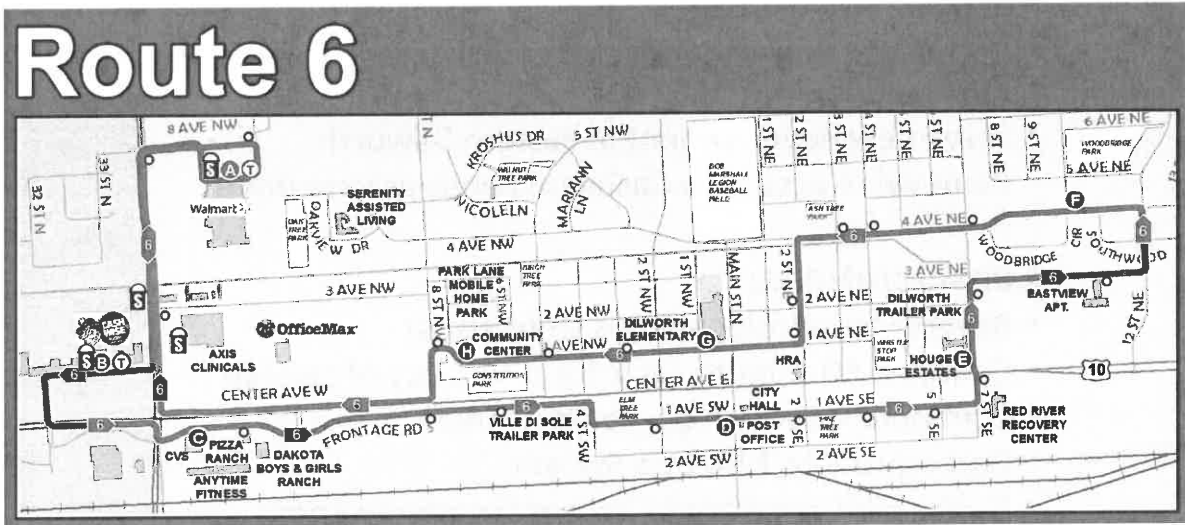
- 6:40 am – 7:10 pm, Monday-Friday
- 7:40 am – 6:10 pm, Saturday
- Interlines with Route 9 at Walmart
- Connects for transfers with Route 4 at Dilworth Walmart Hub
- Connects at Cashwise Foods with Route 3 and 4

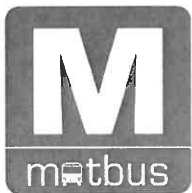
 6 Walmart, Cashwise, CVS Pharmacy, Houge Estates, Dilworth Elementary									
	Walmart	Cashwise	CVS Pharmacy	Dilworth City Hall	Departs Houge Estates	4th Ave NE & Woodbridge Dr	Dilworth Elementary	Community Center	Walmart
	T A	T B	C	D	E	F	G	H	T A
6:40		6:42	6:44	6:48	6:54	6:55	6:59	7:00	7:06
7:40		7:42	7:44	7:48	7:54	7:55	7:59	8:00	8:06
8:40		8:42	8:44	8:48	8:54	8:55	8:59	9:00	9:06
9:40		9:42	9:44	9:48	9:54	9:55	9:59	10:00	10:06
10:40		10:42	10:44	10:48	10:54	10:55	10:59	11:00	11:06
11:40		11:42	11:44	11:48	11:54	11:55	11:59	12:00	12:06
12:40		12:42	12:44	12:48	12:54	12:55	12:59	1:00	1:06
1:40		1:42	1:44	1:48	1:54	1:55	1:59	2:00	2:06
2:40		2:42	2:44	2:48	2:54	2:55	2:59	3:00	3:06
3:40		3:42	3:44	3:48	3:54	3:55	3:59	4:00	4:06
4:40		4:42	4:44	4:48	4:54	4:55	4:59	5:00	5:06
5:40		5:42	5:44	5:48	5:54	5:55	5:59	6:00	6:06
6:10		6:12	6:14	6:18	6:24	6:25	6:29	6:30	6:36
6:40		6:42	6:44	6:48	6:54	6:55	6:59	7:00	7:06

Shaded areas do not run on Saturdays.



Current Route 6 Path





Route 6 Proposed Changes

Purpose for Changes

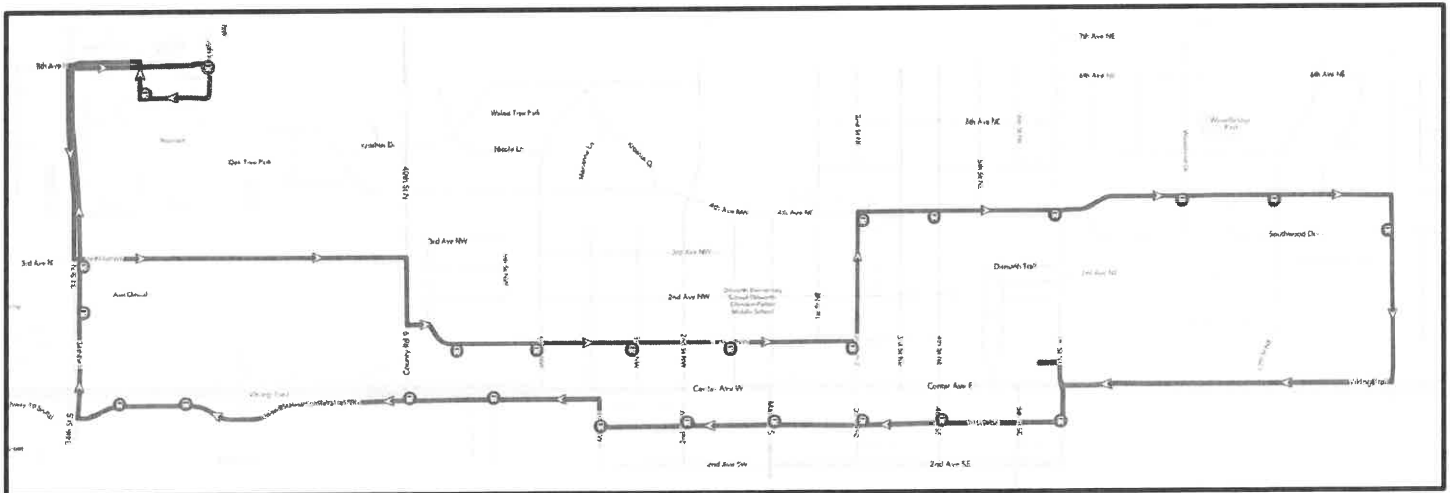
- Reconstruction and redesign of 34th Street/Hwy 10 Frontage intersection
- Serve new development in eastern Dilworth
- Removal of access to Cashwise Foods private drive

Considerations:

- Reverse loop (relocate bus stops signs)
- Continue 60-minute cycle for frequency of service
- Continue to serve high-demand areas
- Cost neutral to MATBUS System
- 1-year pilot program to determine effectiveness



Route 6 Proposed Changes

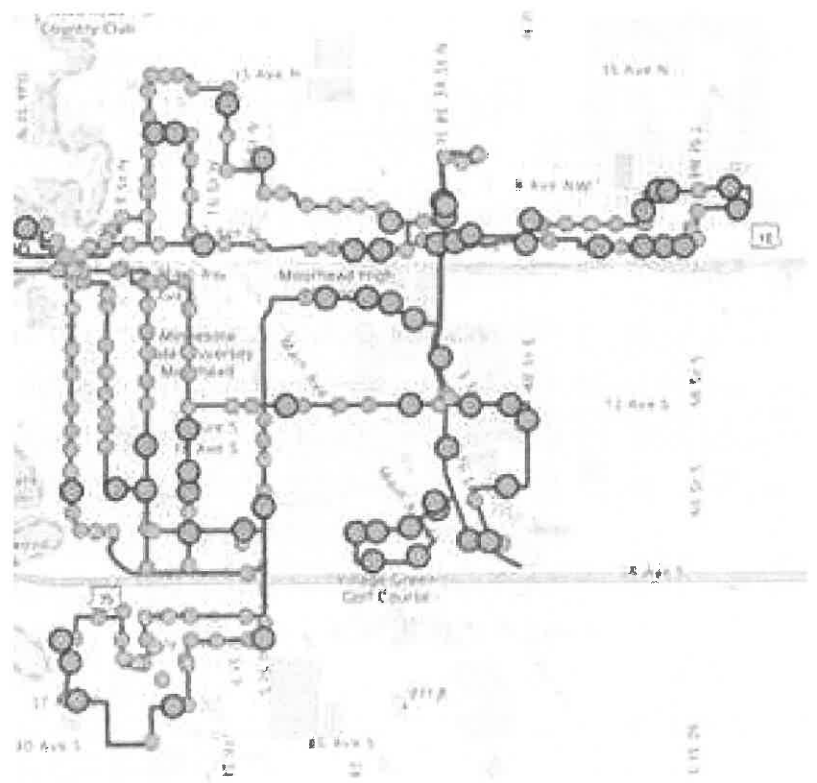
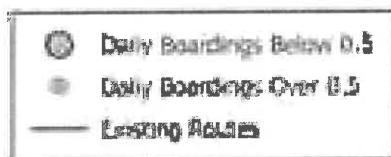


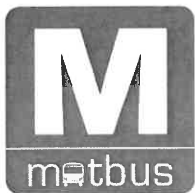


Proposed Route 6 Timetable

	Wainwright	Cashmere (34th Street)	Community Center	Dilworth Elementary	4th Ave NE & Woodbridge Dr	Houge Estates (departure)	Dilworth City Hall	CVS Pharmacy	Wainwright
Shaded areas do not run on Saturdays.	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04	7:10
	7:40	7:42	7:46	7:48	7:51	7:59	8:02	8:04	8:10
	8:40	8:42	8:46	8:48	8:51	8:59	9:02	9:04	9:10
	9:40	9:42	9:46	9:48	9:51	9:59	10:02	10:04	10:10
	10:40	10:42	10:46	10:48	10:51	10:59	11:02	11:04	11:10
	11:40	11:42	11:46	11:48	11:51	11:59	12:02	12:04	12:10
	12:40	12:42	12:46	12:48	12:51	12:59	13:02	12:59	13:05
	1:40	1:42	1:46	1:48	1:51	1:59	2:02	2:04	2:10
	2:40	2:42	2:46	2:48	2:51	2:59	3:02	3:04	3:10
	3:40	3:42	3:46	3:48	3:51	3:59	4:02	4:04	4:10
	4:40	4:42	4:46	4:48	4:51	4:59	5:02	5:04	5:10
	5:40	5:42	5:46	5:48	5:51	5:59	6:02	6:04	6:10
	6:10	6:12	6:16	6:18	6:21	6:29	6:32	6:34	6:40
	6:40	6:42	6:46	6:48	6:51	6:59	7:02	7:04	7:10

2019 Ridership





Route 6 Public Hearing

- Changes affecting more than 25% of a route
- Allows for public comment on changes
- Notice published in official newspaper – The Forum
- Communicated to riders through MATBUS website, City of Moorhead website, bus posters, informational display at Ground Transportation Center (GTC), rider alert, social media
- Opportunity for early comments at GTC, direct staff phone and emails

Memorandum

To: Dilworth City Council

From: Taaren Haak – Moorhead Asst. Transit Planner
Lori Van Beek – Moorhead Transit Manager

Date: March 8, 2021

Re: *Public Hearing for Proposed Changes to Route 6*

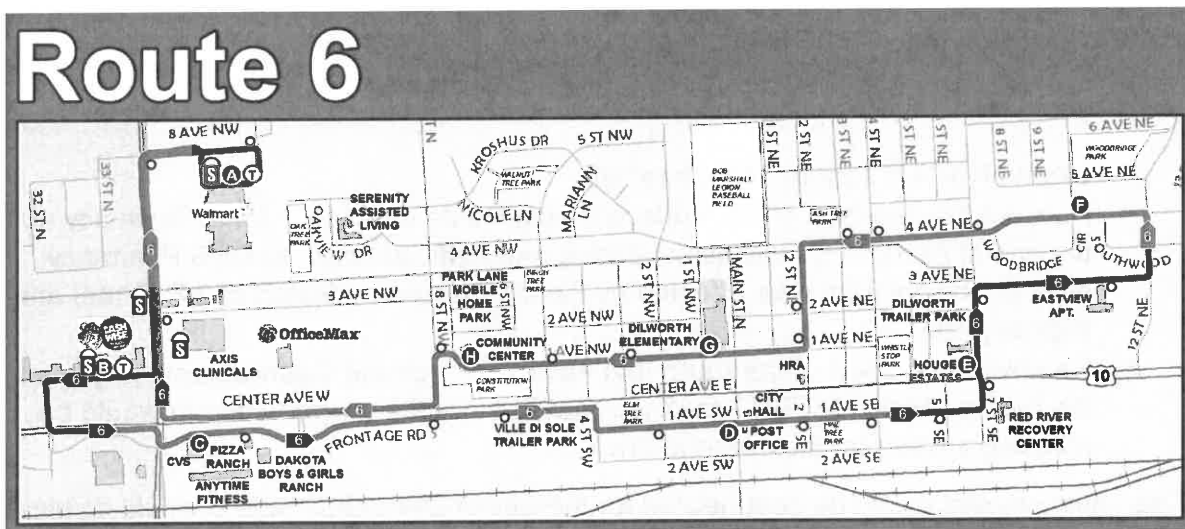


Recommendation

The Mayor and City Council are asked to consider approval of changes to MATBUS Route 6 to become effective May 1, 2021.

Background

Based on a request from the City of Dilworth administration, MATBUS (operated by the City of Moorhead) is proposing a modification that will allow Route 6 to extend further east to new development areas.



Route 6 currently operates using the above route pattern, with the Dilworth Walmart as its transfer hub. The route runs on weekdays 6:40 a.m. to 7:10 p.m. and Saturdays 7:40 a.m. to 6:10 p.m. It is a 30-minute route that operates once an hour, as well as one extra trip at 6:10 p.m. on weekdays.

Per City of Moorhead policy, permanent changes are considered significant and require a public hearing when they eliminate a route, add a route, affect 25% or more of the

A second public hearing will be held on March 22, 2021, to allow for public comment from City of Moorhead citizens on the Route 6 changes, as well as changes to Moorhead's Route 9.

The Dilworth City Council's approval will be taken into consideration as the Moorhead City Council makes the final determination on the route changes.

Memorandum

To: Dilworth City Council

From: Taaren Haak – Moorhead Asst. Transit Planner
Lori Van Beek – Moorhead Transit Manager

Date: March 8, 2021

Re: *Public Hearing for Proposed Changes to Route 6*

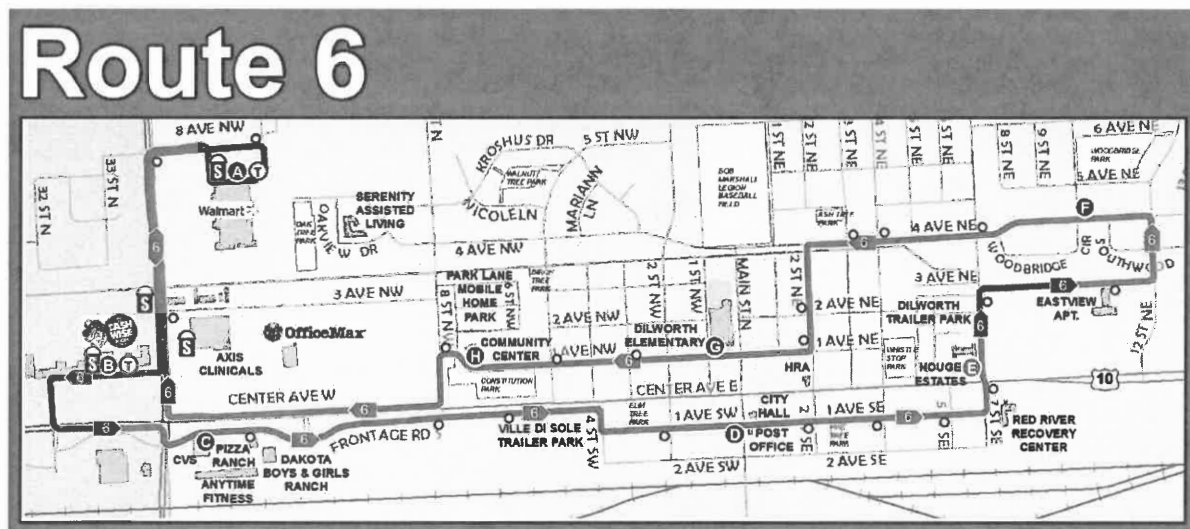


Recommendation

The Mayor and City Council are asked to consider approval of changes to MATBUS Route 6 to become effective May 1, 2021.

Background

Based on a request from the City of Dilworth administration, MATBUS (operated by the City of Moorhead) is proposing a modification that will allow Route 6 to extend further east to new development areas.



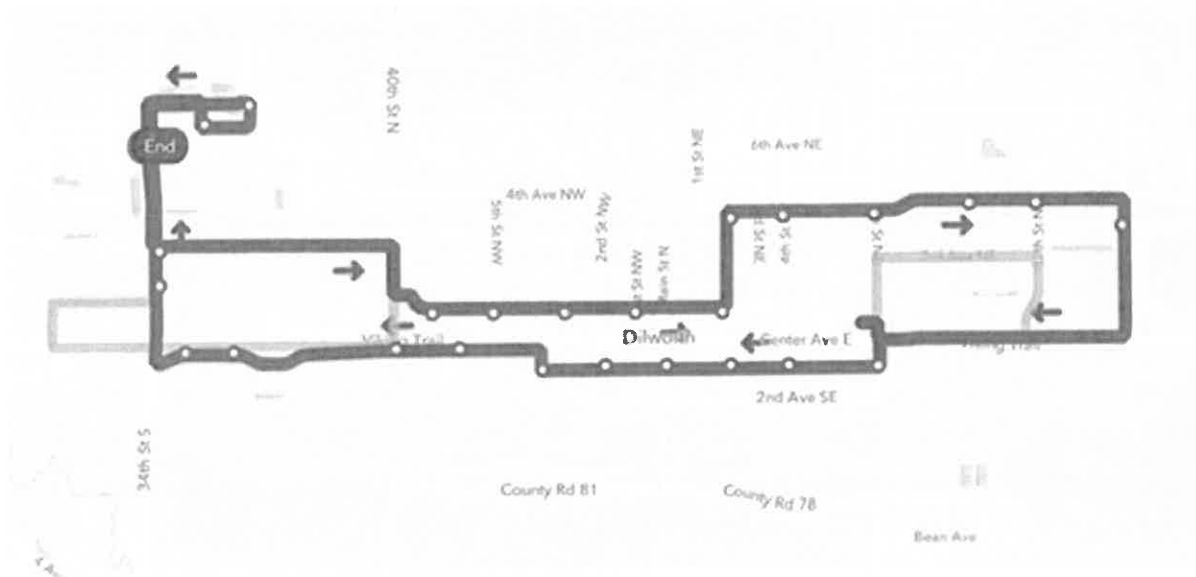
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Per City of Moorhead policy, permanent changes are considered significant and require a public hearing when they eliminate a route, add a route, affect 25% or more of the

existing route mileage or annual revenue hours, or reduce or eliminate service to schools, elderly/public housing, hospitals or social service agencies. The proposed changes to Route 6 meet the definition of significant.

Notice of the proposed changes, informational displays and public hearing was published in The Forum, posted inside the buses and at the Ground Transportation Center (GTC), and posted on the MATBUS website and the City of Moorhead website. Passengers were given the opportunity to comment on the changes by contacting MATBUS staff or turning in comment sheets that were available at the GTC.

Proposed Changes



- Extend Route 6 east to 14th Street NE.
- Reverse the direction of the route, allowing Route 6 to serve CVS Pharmacy at the end of its trip. This will also create a more efficient path to CVS Pharmacy, after its original path was affected by the intersection redesign at 34th Street and Highway 10.
- Remove the portion of the route that travels through the Cashwise parking lot at the EastTen Mall. MATBUS staff was notified that the property owner would be revoking access on their private drive.

This route change would be cost neutral for the City of Dilworth. Route 6 would continue to operate with its current hours, allowing for direct transfers to Moorhead Routes 4 and 9 at the Dilworth Walmart hub.

The changes would be considered a one-year pilot program to determine effectiveness and could be modified depending on the final recommendations of the 2021-2026 Transit Development Plan.

Moorhead Public Hearing

A second public hearing will be held on March 22, 2021, to allow for public comment from City of Moorhead citizens on the Route 6 changes, as well as changes to Moorhead's Route 9.

The Dilworth City Council's approval will be taken into consideration as the Moorhead City Council makes the final determination on the route changes.



**City of Moorhead
City Council Meeting
Meeting Minutes
March 22, 2021 at 5:30 PM
Hjemkomst Center**

Pursuant to due call and notice thereof, a regular meeting of the City Council was held in the Hjemkomst Center, on March 22, 2021 at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Shelly Dahlquist	Present
1st Ward Council Member:	Matthew Gilbertson	Present
2nd Ward Council Member:	Vacant	
2nd Ward Council Member:	Laura Caroon	Present
Mayor:	Shelly Carlson	Present
3rd Ward Council Member:	Deb White	Present
3rd Ward Council Member:	Larry Seljevold	Present
4th Ward Council Member:	Chuck Hendrickson	Present
4th Ward Council Member:	Steve Lindaas	Present

City Council Meeting

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Agenda Amendments
4. Consent Agenda

Motion to Approve Consent Agenda made by Deb White and seconded by Steve Lindaas

Motion Passed

For: 7

5. Recognitions - Presentations

A. Bird – Moorhead Electric Scooter Opportunity

Minutes: Kate Shoemaker, Account Representative for Bird Electric Scooters, offered a presentation on Bird and its interest in delivering electric scooter services in Moorhead and Fargo. The next step is to provide direction to staff to proceed with conversations or not. In addition, staff would have to prepare a franchise ordinance and schedule public hearings to utilize the public right of way.

6. Approve Minutes

A. March 8, 2021 Meeting Minutes

Motion to Approve March 8, 2021 Meeting Minutes made by Deb White and seconded by Steve Lindaas

Motion Passed

For: 7

7. Citizens Addressing the Council (Time Reserved: 15 Minutes)
8. *Mayor and Council Appointments

Public Hearings (5:45 p.m.)

9. Public Hearing Regarding Changes to MATBUS Routes 6 and 9

Motion to Open Public Hearing made by Matthew Gilbertson and seconded by Deb White

Motion Passed

For: 7

Minutes: Transit Manager Lori VanBeek presented proposed route changes to MATBUS Routes 6 and 9. Requests were made to make changes to the routes from the City of Dilworth and Moorhead Public Schools. Notices of this change have been posted in the newspaper, website, on buses, and mailings. No comments have been received from the public at this time.

Motion to Close Public Hearing made by Matthew Gilbertson and seconded by Larry Seljevoid

Motion Passed

For: 7

- A. Resolution Approving Changes to MATBUS Routes 6 and 9

Motion to Approve Resolution Approving Changes to MATBUS Routes 6 and 9 made by Steve Lindaas and seconded by Larry Seljevoid

Motion Passed

For: 7

Engineering Department

10. *Resolution to Award Bid for Sanitary Lift Station No. 33 and No. 34 Improvements (Eng. No. 21-06-01)
11. *Resolution to Approve Agreement with BNSF for Crossing Improvements at 12th Ave S (Eng. No. 20-A2-01C)

Community Development Department

12. *Consider Actions Relating to Ordinance 2021-01: An Ordinance to Rezone Prairie Parkway 1st Addition, 2524 40 Ave S, from P: Public Open Space and TZ: Transitional to RLD-3: Residential Low Density-3, RMD-2: Residential Moderate Density-2 and MU-3: Commercial Mixed Use
 - A. *Second Reading
 - B. *Title & Summary
13. *Consider Actions Relating to Ordinance 2021-02: An Ordinance to Rezone 2724 12 Ave S from NC: Neighborhood Commercial to CC: Community Commercial
 - A. *Second Reading
 - B. *Title & Summary

Moorhead Public Service

14. *Resolution to Award Bids for Construction of Centennial Substation Modifications

Administration

15. Approve Licenses - Permits

A. *Resolution to Approve New Liquor License to Usher's of Moorhead, LLC dba Usher's House

16. Resolution to Execute Purchase Agreement for Maple Court Townhomes - Eventual Tenant Homeownership

Minutes: Community Development Program Administrator Joshua Huffman and Moorhead Public Housing Executive Director Dawn Bacon discussed the purchase agreement for Maple Court Townhomes. The Housing Authority requires a resolution from the City Council for authorization. Maple Court townhomes consist of 34 total units, with the City planning to purchase 17 of the units in an effort to expand affordable homeownership opportunities in Moorhead. Existing tenants will be offered options to continue rental or pursue ownership. Moorhead resident Janine Hanson asked about the City's role in facilitating affordable housing projects.

A. Resolution to Execute Purchase Agreement for Maple Court Townhomes

B. Resolution to Authorize MPHA Purchase of Maple Court Townhomes

Motion to Approve Resolutions A. and B. made by Steve Lindaas and seconded by Shelly Dahlquist

Motion Passed

For: 7

17. *Resolution to Approve the 2021 Title VI Civil Rights Program for Mass Transit and Authorize Submission to the Federal Transit Administration
18. *Resolution & Agreement regarding Employment Matter

Other

19. Mayor and Council Reports

Minutes: Council member Dahlquist reminded Moorhead residents to contact Council members or the City if they notice good and/or bad things in the City. She added that City elected officials and staff are here to help.

Council member White stated that the Cass Clay Food Partners are sharing how cities integrate food into comprehensive plans. CM White also mentioned that the Human Rights Commission is discussing policies related to voting rights. She stated that Junkyard Brewing is re-opening its taproom to the public this weekend. CM White added that it is great to see local businesses managing and being creative to get through the pandemic.

Council member Lindaas stated that the FM Metropolitan Council of Governments (MetroCOG) is facilitating a comprehensive transportation plan. A survey is open until April 16 and available on its website.

Mayor Carlson stated that she enjoyed presenting to the Moorhead Kiwanis Club with Council member Seljevoll. She added that the Coffee with the Mayor went well and had great feedback. Mayor Carlson congratulated Judge Judd on his investiture as a 7th Judicial District Court Judge. She mentioned that Habitat for Humanity is planning a Women's Build in Moorhead in 2021 and she plans to be part of it. She also mentioned that the Moorhead Public Library's needs assessment is still underway and encouraged the public to take part in the survey.

20. City Manager Report

Minutes: City Manager Dan Mahli updated the City Council on the American Rescue Plan, which was signed by the President on March 11, 2021, and includes \$350 billion for state and local governments. The City of Moorhead anticipates receiving approximately \$6.65 million to offer relief related to COVID-19 activities and response, replace lost revenue, and stimulate the economy. A first installment of half the amount is expected in May 2021 and the balance in May 2022. Funds must be spent by December 31, 2024 so there is time to plan and include in budget discussions.

21. Executive Session (If needed)

Motion to Enter Closed Session at 6:42pm made by Steve Lindaas and seconded by Laura Caroon

Motion Passed

For: 7

Exited Closed Session at 6:53pm

A. Executive Session pursuant to Minn. Stat. § 13D.04 for Labor Negotiations

B. Resolution to Approve Labor Agreement and Memorandums of Understanding Between the City of Moorhead and International Association of Firefighters, Local 1323 Battalion Chief(s)

Motion to Approve Resolution to Approve Labor Agreement and Memorandums of Understanding Between the City of Moorhead and International Association of Firefighters, Local 1323 Battalion Chief(s) made by Deb White and seconded by Steve Lindaas

Motion Passed

For: 7

22. New Business

23. Citizens Addressing the Council (continued, if necessary)

Meeting adjourned at 6:55pm

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

The proceedings of this meeting are digitally recorded and are available for public review.

Agenda Item #6.A.

Respectfully submitted by:
Christina Rust, City Clerk

RESOLUTION 2021-0322-1

Resolution Approving Changes to MATBUS Routes 6 and 9

WHEREAS, the 2021-2025 Transit Development Plan (TDP) is currently being drafted by SRF Consulting through the Fargo-Moorhead Metropolitan Council of Governments; and

WHEREAS, TDP public input meetings and focus groups held to date have provided input on potential improvements to the MATBUS system; and

WHEREAS, public input has included a request to adjust the bus stop on Route 9 near Vista Center to the west side of 34th Street at 27th Avenue for students to avoid crossing numerous traffic lanes; and

WHEREAS, the City of Dilworth has requested that MATBUS Route 6 travel further east to a new commercial development; and

WHEREAS, SRF Consulting recommends any changes made to accommodate these requests be re-evaluated based on the final recommendations of the TDP;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that they hereby approve changes to Routes 6 and 9 to become effective May 1, 2021, as follows:

Route 6: Route 6 will be extended east to 14th Street NE in Dilworth. In order to accommodate this expansion, it will no longer travel through the Cash Wise parking lot at the EasTen Mall. Route 6 passengers will continue to have direct access to groceries on their route at the Dilworth Walmart, and they can reach Cash Wise with a short walk from a new bus stop on 3rd Avenue NW. The path of Route 6 will also be reversed, in order to reach CVS Pharmacy more efficiently following the intersection redesign at 34th Street and Highway 10.

Route 9: Route 9 will reverse the direction of its loop that travels to Sanford, in order to serve the Vista Center for Education at a bus stop on the west side of 34th Street. Bus service will be offered "on request" to the Vista Center building through its parking lot, to better accommodate passengers with disabilities who use mobility aids. Passengers can call dispatch to request pick-up on the next trip, and request parking lot drop-off from the driver while on the bus. A portion of Route 9 will also be removed, and the bus will no longer travel west of the Moorhead Public Schools Career Academy.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota, that the changes to Route 6 and 9 be evaluated within approximately one year based on the final 2021-2025 TDP recommendations.

PASSED: March 22, 2021 by the City Council of the City of Moorhead.

APPROVED BY:


MICHELLE (SHELLY) A. CARLSON, Mayor

ATTEST:


CHRISTINA RUST, City Clerk

Reminder

Changes to Moorhead
Routes 4, 6 and 9 begin
Saturday, May 1, 2021.

Route 4

Now serving Cash Wise on 34th
Street, and not in parking lot

Route 6

Route is reversed.

Extended east to 14th Street

Route 9

Now serving Cash Wise on 34th
Street, and not in parking lot.

On-demand service to Vista Center

Reversed loop by Sanford

For full route information,
visit MATBUS.com.

remove 5/29/21

Public Hearings for Proposed Changes to Route 6 and Route 9



**Dilworth
City Council
March 8, 2021
6:00 p.m.**



**Moorhead
City Council
March 22, 2021
5:45 p.m.**

***Visit the GTC Information Booth
or [MATBUS.com](https://www.matbus.com) for more info.***



Mayor and Council Communication

April 12, 2021

Page 1 of 2

SUBJECT: *Resolution to Approve Changes to Route 4 Effective May 1, 2021

RECOMMENDATION: The Mayor and City Council are asked to consider approval of a change to MATBUS Route 4 to become effective May 1, 2021.

BACKGROUND / KEY POINTS: Moorhead bus routes have entered the EasTen Mall parking lot to serve this commercial area under a lease agreement. In accordance with the termination provisions of this agreement, the EasTen Mall property owner gave notice that buses will no longer be permitted to travel through the property's private drive, effective May 1, 2021. Currently, four routes (Routes 3, 4, 6 and 9) travel through the parking lot to serve a shelter west of the entrance to Cash Wise. Route 4 also serves the bus stop by Runnings.

Modifications to Routes 6 and 9 were approved on March 22, 2021, and included removing the routes from the EasTen Mall parking lot. Through negotiation, the property owner agreed to allow Route 3 to continue serving the Cash Wise bus stop, since there was no other major grocery store available on the route, or its interlined Route 1.

The passenger shelter currently located at Cash Wise will be moved to a new concrete pad on 34th St. N, near the entrance to the lot at Red River Motorwerks. While it is a longer walk, this will allow passengers to continue accessing EasTen Mall businesses, with protection from weather conditions while they wait for the bus. This new location also allows for safe boarding and deboarding for those with mobility devices.

Maps showing the existing Route 4 and the proposed modification are attached. A summary of the changes is as follows:

Route 4

- No longer travel through the EasTen parking lot from 34th Street N to 30th Street N.
- When leaving the Dilworth Walmart hub, travel south on 34th Street N to Highway 10, then north on 30th Street N to resume the route as usual.
- Cash Wise shelter relocated to 34th Street N.
- Running's bus stop (at entrance) relocated to 30th Street N.

Per Moorhead's "Fare and Service Change Policy" approved on September 10, 2018, the proposed changes to Route 4 do not meet the definition of "significant" and do not require a public hearing. Significant changes include elimination or addition of a route, affect 25% or more of the existing route mileage or annual revenue hours, or reduce or eliminate service to schools, elderly/public housing, hospitals or social service agencies.

Once approved, notice of the change to Route 4 will be posted on Facebook and Twitter, the MATBUS website and the City of Moorhead website. It will also be communicated to riders through signage on the buses and at the Ground Transportation Center (GTC), and emails to the Rider Alert listing of nearly 1,800 people.

FINANCIAL CONSIDERATIONS: The proposed route change is cost neutral to daily operations. The cost to relocate the Cash Wise shelter is approximately \$30,000.

The 2021 Capital Improvement Plan and Mass Transit Budget include replacement of one shelter per year. Federal grant funds are available for 80% of the cost.

VOTING REQUIREMENTS: Majority of Quorum

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Department: Administration

Prepared by: Lori Van Beek, Transit Manager

Attachments: N/A



**City of Moorhead
City Council Meeting
Meeting Minutes
April 12, 2021 at 5:30 PM
Hjemkomst Center**

Pursuant to due call and notice thereof, a regular meeting of the City Council was held in the Hjemkomst Center on April 12, 2021 at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Shelly Dahlquist	Present
1st Ward Council Member:	Matthew Gilbertson	Present
2nd Ward Council Member:	Vacant	
2nd Ward Council Member:	Laura Caroon	Present
Mayor:	Shelly Carlson	Present
3rd Ward Council Member:	Deb White	Present
3rd Ward Council Member:	Larry Seljevold	Present
4th Ward Council Member:	Chuck Hendrickson	Present
4th Ward Council Member:	Steve Lindaas	Present

City Council Meeting

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Agenda Amendments
4. Consent Agenda

City Manager Dan Mahli stated items #18 and #20 were asked to be removed.

Motion to Approve Consent Agenda made by Chuck Hendrickson and seconded by Deb White
Motion Passed
For: 7

5. Recognitions - Presentations

A. Neighborhood Impact Program - Gate City Bank

Minutes: Gate City Bank Senior Vice President of Retail Banking Sherri Smith and Angie Foge Personal Loan Officer committed \$2 million to the City of Moorhead and the Neighborhood Impact Program to support the rehabilitation of older homes in Moorhead.

B. Fair Housing Month Proclamation

Minutes: Mayor Carlson read a proclamation for Fair Housing Month in April.

C. Certificate of Achievement for Excellence in Financial Reporting

Minutes: City Manager Dan Mahli thanked retiring Finance Director Karla McCall and recognized Moorhead's Finance staff on receiving the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA), the highest recognition for local governments for transparency and financial disclosure.

6. Approve Minutes

A. March 22, 2021 Meeting Minutes

Motion to Approve March 22, 2021 Meeting Minutes made by Larry Seljevoll and seconded by Matthew Gilbertson

Motion Passed

For: 7

7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

8. *Mayor and Council Appointments

Public Hearings (5:45 p.m.)

9. Public Hearing and Bid Award for 15th-17th, 14th Ave S & 18th Ave S Area (Meyers Bros. add) Street Improvements (Eng. No. 21-A2-06)

Motion to Open Public Hearing made by Steve Lindaas and seconded by Deb White

Motion Passed

For: 7

Minutes: Tom Trowbridge, Assistant City Engineer, presented street improvements planned for Engineering project number 21-A2-03. Mr. Trowbridge discussed the City's 5 year capital improvement plan for roads and transportation in Moorhead.

Motion to Close Public Hearing made by Steve Lindaas and seconded by Larry Seljevoll

Motion Passed

For: 7

A. Resolution to Order Improvements and Declare Intent to Assess

B. Resolution to Award Bid

Motion to Approve A. and B. made by Chuck Hendrickson and seconded by Deb White

Motion Passed

For: 7

10. Public Hearing and Bid Award for 30th Ave S From 14th St to 20th St and 14th St From 30th Ave to 35th Ave S Area Improvements (Eng. No. 19-A2-03)

Motion to Open Public Hearing made by Chuck Hendrickson and seconded by Steve Lindaas

Motion Passed

For: 7

Minutes: Tom Trowbridge, Assistant City Engineer, presented proposed improvements for Engineering project 19-A2-03. Mr. Trowbridge stated a study was completed regarding the addition of a traffic light in the area, which was determined to not be needed at this time.

RESOLUTION 2021-0412-J

Resolution to Approve Changes to Route 4 Effective May 1, 2021

WHEREAS, the EasTen Mall property owner has withdrawn permission for MATBUS Route 4 to travel through the Mall parking lot requiring that bus stops by Cash Wise Foods and Runnings be relocated to the public rights-of-way along 34th Street and 30th Street;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that they hereby approve the following changes to Route 4 effective May 1, 2021:

Route 4: The bus will depart the Dilworth Walmart Hub, then travel south on 34th Street North to Highway 10, then west on Highway 10 to 30th Street, then north on 30th Street to 4th Avenue, and then continue on the existing route path.

PASSED: April 12, 2021 by the City Council of the City of Moorhead.

APPROVED BY:


MICHELLE (SHELLY) A. CARLSON, Mayor

ATTEST:


CHRISTINA RUST, City Clerk

Motion to Close Public Hearing made by Steve Lindaas and seconded by Shelly Dahlquist
Motion Passed
For: 7

A. Resolution to Order Improvements and Declare Intent to Assess

B. Resolution to Award Bid

Motion to Approve Resolution to Order Improvements and Declare Intent to Assess and Award Bid made by Steve Lindaas and seconded by Larry Seljevoid
Motion Passed
For: 7

Economic Development

11. *Resolution to Authorize Execution of the First Amendment to Purchase Agreement for 4110 29 Ave S (58.417.0290) and 4118 29 Ave S (58.417.0330)

12. Economic Development Report

Minutes: Derrick LaPoint, President/CEO Downtown Moorhead Inc, updated the City Council on the American Rescue Plan and will share more information as it becomes available. Mr. LaPoint recently participated in a campaign with a group called Revitalized MN. The organization is advocating for the continuation of Minnesota's Historic Tax Credit program. A short film was shared that highlighted the Simon Warehouse, Swing Barrel and other historic preservation projects in Moorhead and Minnesota.

13. Resolution to Receive and File the Moorhead Public Service Commission's Amended Policy for their Economic Development Rate Incentive Program

Minutes: Travis Schmidt, Moorhead Public Service General Manager, discussed the amended policy regarding the Economic Development Rate Incentive (EDRI) program. MPS will work with the Missouri River Energy Services' to fund and utilize new incentives in partnership with Moorhead's economic development team.

Motion to Approve Resolution to Receive and File the Moorhead Public Service Commission's Amended Policy for their Economic Development Rate Incentive Program made by Chuck Hendrickson and seconded by Matthew Gilbertson
Motion Passed
For: 7

Community Development Department

14. *Resolution to Approve Grant Agreement - CRRSA Grant Funding for Moorhead Municipal Airport
15. *Resolution to Approve Agreements for Preferred Fixed Based Operator and Airport Manager
16. *Resolution to Approve Advertisement for Limited Engineering Services - Moorhead Municipal Airport
17. *Resolution to Approve Grant Submission for the 2021 AARP Community Challenge grant for River Oaks Park and Dog Park

18. *Resolution to Approve a Conditional Use Permit for Self-Storage at 2724 12th Ave S

Minutes: Robin Huston, City Planner, shared information on the conditional use permit application for self-storage. Public comments were received and included in the final conditions of approval. Council member Caroon shared questions from the public regarding light pollution, bufferage, and tree lines which were addressed by setting hours of operations, limiting building height, screening/fencing, and additional landscaping. Riley Rood, owner, addressed his plan regarding the space.

Motion to Approve Resolution to Approve a Conditional Use Permit for Self-Storage at 2724 12th Ave S made by Steve Lindaas and seconded by Matthew Gilbertson

Motion Passed

For: 7

19. *Resolution to Approve a Planned Unit Development by Conditional Use Permit to allow flexibility in the application of single-family dwelling design standards for roof pitch at 3705 Oakport St N
20. *Consider Actions Related to 679 & 681 Appletree Lane

Minutes: Robin Huston, City Planner, reviewed the request to rezone three lots that are currently zoned residential. The Planning Commission recommended approval unanimously.

Motion to Approve Actions Related to 679 & 681 Appletree Lane made by Chuck Hendrickson and seconded by Deb White

Motion Passed

For: 7

- A. *First Reading of Ordinance 2021-05: An Ordinance to Rezone 679 & 681 Appletree Lane (Parcels 58.532.0230 & 58.532.0231)
- B. *Resolution to Approve Amendment to the 2009 Comprehensive Plan Addendum Future Land Use Map from Low Density Residential and Neighborhood Commercial to Community Commercial

Moorhead Public Service

21. *Resolution to Award Bid for 2021 Street and Lawn Repairs
22. *Resolution to Award Bids for 2021 Underground Cable Replacement, Extension/Upgrade, and Annual Boring Projects

Administration

23. Approve Licenses - Permits
- A. *Resolution to Approve a Minnesota Lawful Gambling Premise Permit for The Pine River Area Foundation
24. Resolution to Approve Exchange and Purchase Agreement - 1701 34th St N (City Property) and 1300 15th Ave N (County Property)

Minutes: Steve Iverson, Public Works Director, presented an agreement and resolution for the exchange of 1701 34th St N, city-owned property and intended to serve as the County's new Solid

Waste Transfer Station, and 1300 15th Ave N, the former County Department of Motor Vehicle building, that will supplement office and space needs for Public Works, Parks Maintenance, and Forestry.

Motion to Approve Resolution to Approve Exchange and Purchase Agreement - 1701 34th St N (City Property) and 1300 15th Ave N (County Property) made by Matthew Gilbertson and seconded by Steve Lindaas

Motion Passed

For: 7

25. *First Reading and Enactment of Emergency Ordinance 2021-04 (Amendment to Emergency Ordinance 2020-07)
26. *Resolution to Approve Changes to Route 4 Effective May 1, 2021
27. Ward 2 City Council Candidate Interviews

Minutes: The Mayor and City Council interviewed Ward 2 City Council candidates. The candidates are Gail Enkers, Michael Hajostek, Evan Balko, David Marquardt, Lillian Guetter, and Heather Nesemeier. The City Council will discuss and consider appointing the next Ward 2 City Council member on April 26, in which case the individual would be sworn-in May 10.

Other

28. Mayor and Council Reports

Minutes: Council member Dahlquist asked residents to reach-out to respective Council members regarding thoughts on Ward 2 Council candidates.

Mayor Carlson thanked the Diamond Kids Laptop Training Program for its great work with kids and the opportunity to present laptops. Mayor Carlson recognized Senator Klobuchar and staff for visiting Moorhead to promote legislation that will prevent fraud and abuse among seniors. The Mayor also was part of an announcement of \$435 million to the FM Diversion Project with Senator Klobuchar, Senator Hoeven, Governor Burgum, and Colonel Jansen. Mayor Carlson congratulated Moorhead Public Service for receiving national recognition for electric reliability from the American Public Power Association. The Mayor mentioned Moorhead is slated to be recognized as a GreenStep 4 MN City and will be acknowledged by the League of Minnesota Cities at its annual conference this summer. She thanked Moorhead Sustainability Fellow Gabrielle Lommel on her success with the program and efforts to engage the community. Mayor Carlson also congratulated Officer Eric Zimmer for receiving the Lifesaving Award. Officer Zimmer arrived at an apartment and determined a woman was not breathing and did not have a pulse. Officer Zimmer started CPR and a short time later the woman regained a pulse.

29. City Manager Report

Minutes: City Manager Dan Mahli stated the next Coffee with the Mayor and Ward 4 Council members is scheduled on April 15 at 6:00. Mr. Mahli mentioned Earth Day is April 22 and this year's theme is Restore the Earth. Moorhead has a goal of collecting trash and debris in every park, street, trail, and pond as part of a citywide clean-up. Please visit cityofmoorhead.com for sign-up information. Mr. Mahli thanked Ward 2 City Council applicants and the City Council for their interest in serving the city, giving the time to apply and interview, and trusting in the City Charter and process of appointing the next Ward 2 Council member.

30. Executive Session (If needed)

A. Executive Session pursuant to Minn. Stat. § 13D.04 for Labor Negotiations

Motion to Enter Closed Session made by Matthew Gilbertson and seconded by Steve Lindaas

Motion Passed

For: 7

Entered Executive Session at 8:21pm

Exited Executive Session at 8:33pm

Motion to Approve Labor Agreement and Memorandums of Understanding between the City of Moorhead and Law Enforcement Labor Services (LELS), Inc. (Local #69) Police Officers made by Steve Lindaas and seconded by Matthew Gilbertson

Motion Passed

For: 6

Absent: 1 - Laura Caroon

31. New Business

Minutes: Council member Larry Seljevold asked that additional information on electric scooters in Moorhead be provided at a future City Council meeting.

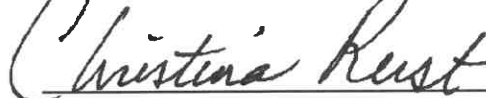
32. Citizens Addressing the Council (continued, if necessary)

APPROVED BY:



Michelle (Shelly) A. Carlson
Mayor

ATTEST:

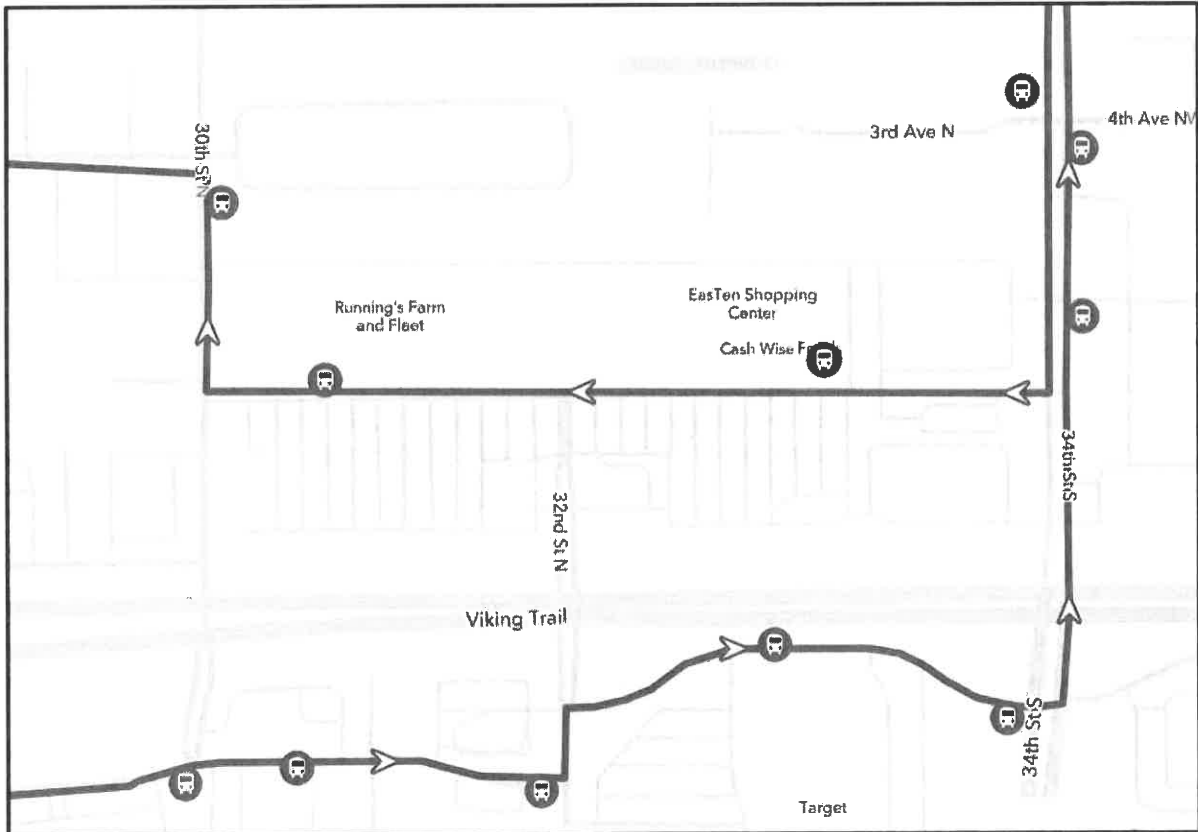


Christina Rust
City Clerk

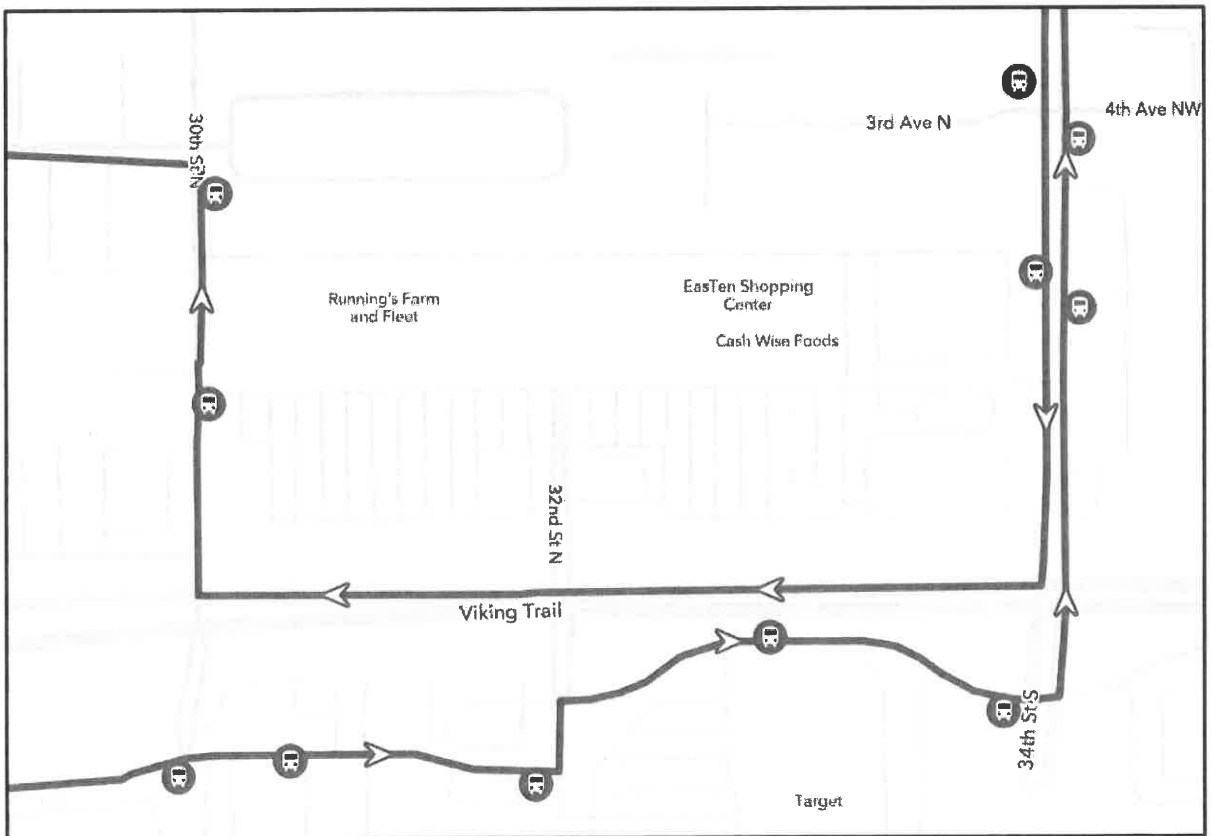
The proceedings of this meeting are digitally recorded and are available for public review.

Respectfully submitted by:
Christina Rust, City Clerk

Current Route 4 Path



Proposed Route 4 Path



ATTENTION

MATBUS Riders

Beginning Saturday May 1, 2021, **Route 3** will be the only bus that picks up at this shelter.

Pick up locations:

Route 4 Riders can pick up on 34th St.

Route 6 Riders can pick up on 3rd Ave NW on the east side of 34th St if heading into Dilworth, or the Axis shelter if heading to WalMart.

Route 9 Riders can pick up on 34th St.



Lori Van Beek

From: City of Moorhead <noreply@cityofmoorhead.com>
Sent: Thursday, May 6, 2021 4:46 PM
To: Lori Van Beek
Subject: Moorhead MATBUS Route Changes

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.

Moorhead MATBUS Route Changes

Changes now in effect

Route 4, 6, and 9 changes as of May 1, 2021

Post Date: 05/06/2021 3:50 pm

MATBUS made changes to Routes 4, 6 and 9 effective May 1, 2021. For more information on the changes, please visit matbus.com.

To stay up-to-date on information from MATBUS, please sign up for [MATBUS Rider Alerts](#).

Having trouble viewing this email? [Click Here](#).

To change your eNotification preference, [Click Here](#).

To unsubscribe from all City of Moorhead eNotifications, [Click Here](#).

Jackie Engel

From: Jackie Engel
Sent: Thursday, March 31, 2022 9:44 AM
To: Lori Van Beek
Subject: RE: Mileage

Here is what I found for Route 6 and 9:

Route 6:		
New Route	Old Route	Difference
6.224	6.435	.211

Route 9:		
New Route	Old Route	Difference
8.594	8.645	.051

I got these numbers from the sample sheets.

JACKIE ENGEL | Office Specialist | **MATBUS** | 650 23rd Street N
o: 701-241-8140 | f: 701-241-8558 | e: jengel@matbus.com

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From: Lori Van Beek <LVanBeek@matbus.com>
Sent: Thursday, March 31, 2022 9:32 AM
To: Jackie Engel <JEngel@matbus.com>
Subject: RE: Mileage

Thanks!

LORI VAN BEEK | Moorhead Transit Manager | **MATBUS** | 650 23rd Street N, Fargo, ND, 58102
o: 701-476-6686 | c: (701) 367-0817 | f: 701-241-8558 | e: Lvanbeek@matbus.com

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From: Jackie Engel <JEngel@matbus.com>
Sent: Thursday, March 31, 2022 9:21 AM
To: Lori Van Beek <LVanBeek@matbus.com>
Subject: RE: Mileage

Route 4:

Mileage of the area around CashWise is .53 miles. Total miles we were using for that route was 11.63 but as I am re-working Route 4, it is more like 11.44 miles.

I'll try to figure out the rest.

JACKIE ENGEL | Office Specialist | **MATBUS** | 650 23rd Street N
o: 701-241-8140 | f: 701-241-8558 | e: jengel@matbus.com

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From: Lori Van Beek <LVanBeek@matbus.com>
Sent: Wednesday, March 30, 2022 3:41 PM
To: Jackie Engel <JEngel@matbus.com>
Subject: Mileage

Can you measure the mileage of the route change and provide that and the total mileage for the route. I need to demonstrate in writing that the change was less than 25%.

Please do this for Routes 4, 6 and 9. We should do this in the future, so I'll add it to the checklist. Thanks!

LORI VAN BEEK | Moorhead Transit Manager | **MATBUS** | 650 23rd Street N, Fargo, ND, 58102
o: 701-476-6686 | c: (701) 367-0817 | f: 701-241-8558 | e: Lvanbeek@matbus.com

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From: MATBUS <transit@matbus.com>
Sent: Thursday, April 29, 2021 2:04 PM
To: Lori Van Beek
Subject: Route Changes to Routes 4, 6 and 9

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.



ATTENTION

MATBUS Riders Route Changes

Beginning Saturday May 1, 2021, there will be route changes to Routes 4, 6 and 9.

Route 4:

- Will no longer travel through the parking lot past Cash Wise and Runnings.
- New bus stops at 34th St and 30th St will service these businesses.

Route 6 (major change):

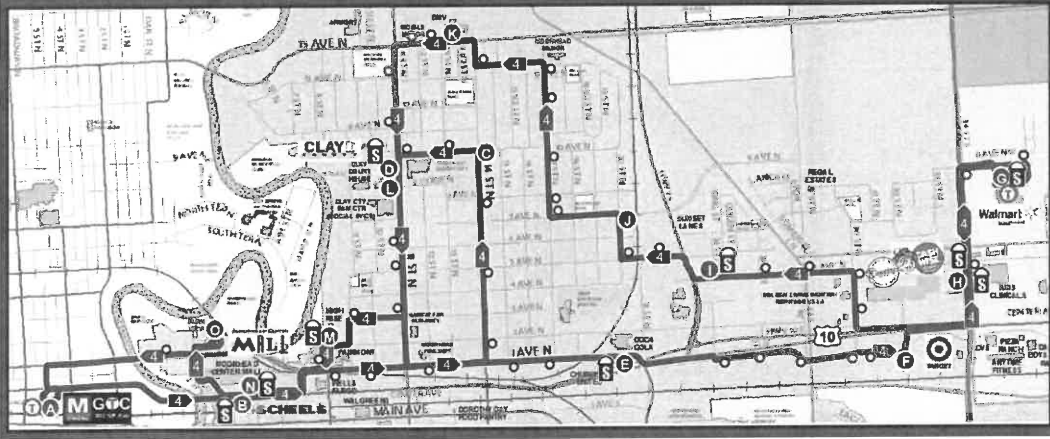
- Reverse the direction of the route. (see map below for details)
- Extend route east to 14th St NE.
- Travel on 3rd Ave NW outbound from Walmart

Route 9:

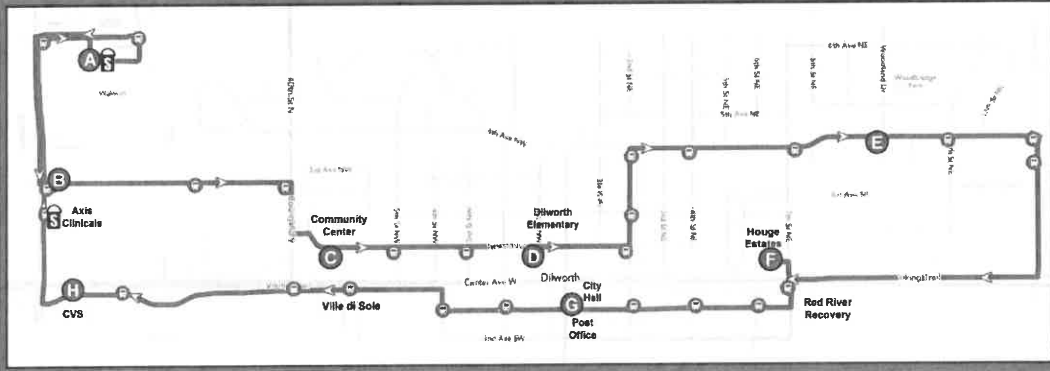
- Will no longer travel through parking lot past Cash Wise.
- Shortened loop past Menard's.
- Reverse the loop past Sanford.
- On-demand service to the Vista Center

Please see maps below for more details. For new time tables, please visit matbus.com.

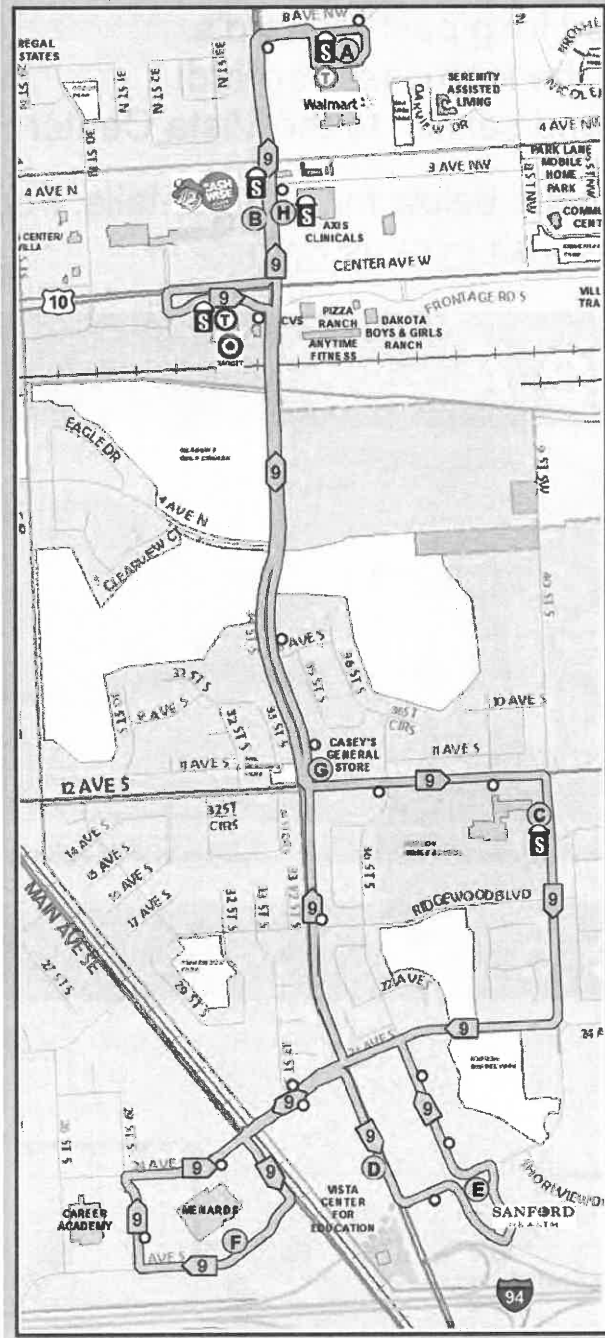
Route 4



Route 6



Route 9



MATBUS | 650 23rd St N, Fargo, ND 58102

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Sent by transit@matbus.com powered by



ATTENTION
Temporary Service Suspension on MATBUS
Effective November 8, 2021

Due to driver shortages, there will be temporary service suspensions on MATBUS effective Monday, November 8, 2021:

Route 2: The additional bus that runs between 2:30 pm and 6:30 pm, Monday-Friday, will be suspended. Route 2 will be a 30-minute route all day.

Route 15: One of the four Route 15 buses will be suspended on weekdays. Route 15 will be 20-minute service Monday to Friday and 30-minute service on Saturdays.

TapRide (Industrial Park): TapRide service to the Industrial Park will not be available Saturdays. Industrial Park service will continue as usual on weekdays.

These temporary service changes will be in place until further notice.

Transit Service Changes:

**Route Changes
and Temporary
Service Changes**

Memorandum

To: First Transit Staff, GTC Dispatchers

From: Taaren Haak, Assistant Transit Planner and Marketing Specialist


Date: September 16, 2022

RE: *Route 6 Timetable Adjustment*



Please review the information below, and notify any relevant drivers.

- Effective Monday, September 19, 2022
- The Route 6 time points have been adjusted to help drivers more easily meet on-time performance requirements.
- This new timetable was developed with input from First Transit staff.
- Any driver on Route 6 should pay special attention to their time points, as almost every time point has changed.
- Drivers must stop at Houge Estates, even if they are running behind schedule. Residents often wait inside the entrance, and need time to exit the building. The time point listed is the departure, not arrival.



6

Walmart, Community Center,
Houge Estates, City Hall, CVS Pharmacy

	Walmart	3rd Ave Apartments	Community Center	Dilworth Elementary	4th Ave NE & Woodbridge Dr	Houge Estates (departure)	Dilworth City Hall	CVS Pharmacy	Walmart
	(T) A	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(T) A
	6:40	6:42	6:44	6:45	6:48	6:54	6:56	6:59	7:03
	7:40	7:42	7:44	7:45	7:48	7:54	7:56	7:59	8:03
	8:40	8:42	8:44	8:45	8:48	8:54	8:56	8:59	9:03
	9:40	9:42	9:44	9:45	9:48	9:54	9:56	9:59	10:03
	10:40	10:42	10:44	10:45	10:48	10:54	10:56	10:59	11:03
	11:40	11:42	11:44	11:45	11:48	11:54	11:56	11:59	12:03
	12:40	12:42	12:44	12:45	12:48	12:54	12:56	12:59	1:03
	1:40	1:42	1:44	1:45	1:48	1:54	1:56	1:59	2:03
	2:40	2:42	2:44	2:45	2:48	2:54	2:56	2:59	3:03
	3:40	3:42	3:44	3:45	3:48	3:54	3:56	3:59	4:03
	4:40	4:42	4:44	4:45	4:48	4:54	4:56	4:59	5:03
	5:40	5:42	5:44	5:45	5:48	5:54	5:56	5:59	6:03
	6:10	6:12	6:14	6:15	6:18	6:24	6:26	6:29	6:33
	6:40	6:42	6:44	6:45	6:48	6:54	6:56	6:59	7:03

Shaded areas do not run on Saturdays.

Shaded areas do not run on Saturdays.


Temporary Service Changes

Effective January 10, 2022

Routes With Changes: 1, 2, 3, 4, 5, 11, 13, 14, 15, 17, 18, 24, 32W, 33, TapRide

Routes With No Changes: 6, 9, 13U, 16, 20, 31, 32E, 34

Route 1

 <div>1</div> Downtown, Concordia, Hopkins Elem., Marriott, Brookdale Mall, Library								
GTC	Main Ave & 6th St S	Concordia Shelter (8th St)	Hopkins Elementary	Marriott (departure)	Brookdale Mall	Concordia Shelter (5th St)	Public Library Shelter	GTC
(T) A	B	C	D	(T) E	F	G	H	(T) A
6:15	6:18	6:20	6:22	6:30	6:31	6:33	6:34	6:41
6:45	6:48	6:50	6:52	7:00	7:01	7:03	7:04	7:11
7:15	7:18	7:20	7:22	7:30	7:31	7:33	7:34	7:41
7:45	7:48	7:50	7:52	8:00	8:01	8:03	8:04	8:11
8:15	8:18	8:20	8:22	8:30	8:31	8:33	8:34	8:41
8:45	8:48	8:50	8:52	9:00	9:01	9:03	9:04	9:11
9:15	9:18	9:20	9:22	9:30	9:31	9:33	9:34	9:41
9:45	9:48	9:50	9:52	10:00	10:01	10:03	10:04	10:11
10:15	10:18	10:20	10:22	10:30	10:31	10:33	10:34	10:41
10:45	10:48	10:50	10:52	11:00	11:01	11:03	11:04	11:11
11:15	11:18	11:20	11:22	11:30	11:31	11:33	11:34	11:41
11:45	11:48	11:50	11:52	12:00	12:01	12:03	12:04	12:11
12:15	12:18	12:20	12:22	12:30	12:31	12:33	12:34	12:41
12:45	12:48	12:50	12:52	1:00	1:01	1:03	1:04	1:11
1:15	1:18	1:20	1:22	1:30	1:31	1:33	1:34	1:41
1:45	1:48	1:50	1:52	2:00	2:01	2:03	2:04	2:11
2:15	2:18	2:20	2:22	2:30	2:31	2:33	2:34	2:41
2:45	2:48	2:50	2:52	3:00	3:01	3:03	3:04	3:11
3:15	3:18	3:20	3:22	3:30	3:31	3:33	3:34	3:41
3:45	3:48	3:50	3:52	4:00	4:01	4:03	4:04	4:11
4:15	4:18	4:20	4:22	4:30	4:31	4:33	4:34	4:41
4:45	4:48	4:50	4:52	5:00	5:01	5:03	5:04	5:11
5:15	5:18	5:20	5:22	5:30	5:31	5:33	5:34	5:41
5:45	5:48	5:50	5:52	6:00	6:01	6:03	6:04	6:11
6:15	6:18	6:20	6:22	6:30	6:31	6:33	6:34	6:41
6:45	6:48	6:50	6:52	7:00	7:01	7:03	7:04	7:11
7:15	7:18	7:20	7:22	7:30	7:31	7:33	7:34	7:41
7:45	7:48	7:50	7:52	8:00	8:01	8:03	8:04	8:11
8:15	8:18	8:20	8:22	8:30	8:31	8:33	8:34	8:41
8:45	8:48	8:50	8:52	9:00	9:01	9:03	9:04	9:11
9:15	9:18	9:20	9:22	9:30	9:31	9:33	9:34	9:41

Shaded areas do not run on Saturdays.

Route 2



2

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

	GTC	Main Ave & 6th St S	Hornbacher's / St Joe's Shelter	MSUM Shelter (11th St)	Hopkins Elementary	Marriott (departure)	MSUM Shelter (14th St)	Hornbacher's / Glass Doctor	GTC
	(T) A	B	C	D	E	(T) F	G	H	(T) A
	6:15	6:18	6:20	6:21	6:23	6:30	6:33	6:35	6:41
	6:45	6:48	6:50	6:51	6:53	7:00	7:03	7:05	7:11
	7:15	7:18	7:20	7:21	7:23	7:30	7:33	7:35	7:41
	7:45	7:48	7:50	7:51	7:53	8:00	8:03	8:05	8:11
	8:15	8:18	8:20	8:21	8:23	8:30	8:33	8:35	8:41
	8:45	8:48	8:50	8:51	8:53	9:00	9:03	9:05	9:11
	9:15	9:18	9:20	9:21	9:23	9:30	9:33	9:35	9:41
	9:45	9:48	9:50	9:51	9:53	10:00	10:03	10:05	10:11
	10:15	10:18	10:20	10:21	10:23	10:30	10:33	10:35	10:41
	10:45	10:48	10:50	10:51	10:53	11:00	11:03	11:05	11:11
	11:15	11:18	11:20	11:21	11:23	11:30	11:33	11:35	11:41
	11:45	11:48	11:50	11:51	11:53	12:00	12:03	12:05	12:11
	12:15	12:18	12:20	12:21	12:23	12:30	12:33	12:35	12:41
	12:45	12:48	12:50	12:51	12:53	1:00	1:03	1:05	1:11
	1:15	1:18	1:20	1:21	1:23	1:30	1:33	1:35	1:41
	1:45	1:48	1:50	1:51	1:53	2:00	2:03	2:05	2:11
	2:15	2:18	2:20	2:21	2:23	2:30	2:33	2:35	2:41
	2:45	2:48	2:50	2:51	2:53	3:00	3:03	3:05	3:11
	3:15	3:18	3:20	3:21	3:23	3:30	3:33	3:35	3:41
	3:45	3:48	3:50	3:51	3:53	4:00	4:03	4:05	4:11
	4:15	4:18	4:20	4:21	4:23	4:30	4:33	4:35	4:41
	4:45	4:48	4:50	4:51	4:53	5:00	5:03	5:05	5:11
	5:15	5:18	5:20	5:21	5:23	5:30	5:33	5:35	5:41
	5:45	5:48	5:50	5:51	5:53	6:00	6:03	6:05	6:11
	6:15	6:18	6:20	6:21	6:23	6:30	6:33	6:35	6:41
	6:45	6:48	6:50	6:51	6:53	7:00	7:03	7:05	7:11
	7:15	7:18	7:20	7:21	7:23	7:30	7:33	7:35	7:41
	7:45	7:48	7:50	7:51	7:53	8:00	8:03	8:05	8:11
	8:15	8:18	8:20	8:21	8:23	8:30	8:33	8:35	8:41
	8:45	8:48	8:50	8:51	8:53	9:00	9:03	9:05	9:11
	9:15	9:18	9:20	9:21	9:23	9:30	9:33	9:35	9:41

Shaded areas do not run on Saturdays.

Route 3



3

Marriott, Cashwise, Target,
Moorhead High, 24th Ave. & 14th St.

	Marriott	12th Ave S & 19 1/2 St	12th Ave S & 34th St Cir	Cashwise	Target Shelter	Moorhead High Shelter	20th St S & 14th Ave	24th Ave S & 14th St	Marriott
	(T) A	(B)	(C)	(D)	(T) E	(F)	(G)	(H)	(T) A
	—	—	—	—	—	—	6:17	6:19	6:25
	6:30	6:34	6:37	6:40	6:42	6:44	6:47	6:49	6:55
	7:00	7:04	7:07	7:10	7:12	7:14	7:17	7:19	7:25
	7:30	7:34	7:37	7:40	7:42	7:44	7:47	7:49	7:55
	8:00	8:04	8:07	8:10	8:12	8:14	8:17	8:19	8:25
	8:30	8:34	8:37	8:40	8:42	8:44	8:47	8:49	8:55
	9:00	9:04	9:07	9:10	9:12	9:14	9:17	9:19	9:25
	9:30	9:34	9:37	9:40	9:42	9:44	9:47	9:49	9:55
	10:00	10:04	10:07	10:10	10:12	10:14	10:17	10:19	10:25
	10:30	10:34	10:37	10:40	10:42	10:44	10:47	10:49	10:55
	11:00	11:04	11:07	11:10	11:12	11:14	11:17	11:19	11:25
	11:30	11:34	11:37	11:40	11:42	11:44	11:47	11:49	11:55
	12:00	12:04	12:07	12:10	12:12	12:14	12:17	12:19	12:25
	12:30	12:34	12:37	12:40	12:42	12:44	12:47	12:49	12:55
	1:00	1:04	1:07	1:10	1:12	1:14	1:17	1:19	1:25
	1:30	1:34	1:37	1:40	1:42	1:44	1:47	1:49	1:55
	2:00	2:04	2:07	2:10	2:12	2:14	2:17	2:19	2:25
	2:30	2:34	2:37	2:40	2:42	2:44	2:47	2:49	2:55
	3:00	3:04	3:07	3:10	3:12	3:14	3:17	3:19	3:25
	3:30	3:34	3:37	3:40	3:42	3:44	3:47	3:49	3:55
	4:00	4:04	4:07	4:10	4:12	4:14	4:17	4:19	4:25
	4:30	4:34	4:37	4:40	4:42	4:44	4:47	4:49	4:55
	5:00	5:04	5:07	5:10	5:12	5:14	5:17	5:19	5:25
	5:30	5:34	5:37	5:40	5:42	5:44	5:47	5:49	5:55
	6:00	6:04	6:07	6:10	6:12	6:14	6:17	6:19	6:25
	6:30	6:34	6:37	6:40	6:42	6:44	6:47	6:49	6:55
	7:00	7:04	7:07	7:10	7:12	7:14	7:17	7:19	7:25
	7:30	7:34	7:37	7:40	7:42	7:44	7:47	7:49	7:55
	8:00	8:04	8:07	8:10	8:12	8:14	8:17	8:19	8:25
	8:30	8:34	8:37	8:40	8:42	8:44	8:47	8:49	8:55
	9:00	9:04	9:07	9:10	9:12	9:14	9:17	9:19	9:25
	9:30	9:34	9:37	9:40	9:42	9:44	9:47	—	—

Shaded areas do not run on Saturdays.

Route 4




4

Downtown, Park View Terrace, Courthouse, Churches United, Target,
Walmart, Cash Wise, DMV, Moorhead Center Mall, Hjerkomst

	GTC	US Bank Shelter	14th St N & 10th Ave	Courthouse Shelter	Churches United Shelter	McDonald's / Target	Walmart (departure)	Cash Wise (34th St)	4th Ave N & 24th St Shelter	7th Ave N & 20 / 19th St	DMV	Courthouse Shelter	Riverview High Rise Shelter	Center Mall Shelter	Park View Terrace	GTC
	(T) A	(B)	(C)	(D)	(E)	(F)	(T) G	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(T) A
	—	—	—	—	—	—	—	—	6:16	6:18	6:21	6:23	6:25	6:26	6:28	6:32
6:15	6:15	6:17	6:22	6:23	6:26	6:30	6:40	6:43	6:46	6:48	6:51	6:53	6:55	6:56	6:58	7:02
6:45	6:45	6:47	6:52	6:53	6:56	7:00	7:10	7:13	7:16	7:18	7:21	7:23	7:25	7:26	7:28	7:32
7:15	7:15	7:17	7:22	7:23	7:26	7:30	7:40	7:43	7:46	7:48	7:51	7:53	7:55	7:56	7:58	8:02
7:45	7:45	7:47	7:52	7:53	7:56	8:00	8:10	8:13	8:16	8:18	8:21	8:23	8:25	8:26	8:28	8:32
8:15	8:15	8:17	8:22	8:23	8:26	8:30	8:40	8:43	8:46	8:48	8:51	8:53	8:55	8:56	8:58	9:02
8:45	8:45	8:47	8:52	8:53	8:56	9:00	9:10	9:13	9:16	9:18	9:21	9:23	9:25	9:26	9:28	9:32
9:15	9:15	9:17	9:22	9:23	9:26	9:30	9:40	9:43	9:46	9:48	9:51	9:53	9:55	9:56	9:58	10:02
9:45	9:45	9:47	9:52	9:53	9:56	10:00	10:10	10:13	10:16	10:18	10:21	10:23	10:25	10:26	10:28	10:32
10:15	10:15	10:17	10:22	10:23	10:26	10:30	10:40	10:43	10:46	10:48	10:51	10:53	10:55	10:56	10:58	11:02
10:45	10:45	10:47	10:52	10:53	10:56	11:00	11:10	11:13	11:16	11:18	11:21	11:23	11:25	11:26	11:28	11:32
11:15	11:15	11:17	11:22	11:23	11:26	11:30	11:40	11:43	11:46	11:48	11:51	11:53	11:55	11:56	11:58	12:02
11:45	11:45	11:47	11:52	11:53	11:56	12:00	12:10	12:13	12:16	12:18	12:21	12:23	12:25	12:26	12:28	12:32
12:15	12:15	12:17	12:22	12:23	12:26	12:30	12:40	12:43	12:46	12:48	12:51	12:53	12:55	12:56	12:58	1:02
12:45	12:45	12:47	12:52	12:53	12:56	1:00	1:10	1:13	1:16	1:18	1:21	1:23	1:25	1:26	1:28	1:32
1:15	1:15	1:17	1:22	1:23	1:26	1:30	1:40	1:43	1:46	1:48	1:51	1:53	1:55	1:56	1:58	2:02
1:45	1:45	1:47	1:52	1:53	1:56	2:00	2:10	2:13	2:16	2:18	2:21	2:23	2:25	2:26	2:28	2:32
2:15	2:15	2:17	2:22	2:23	2:26	2:30	2:40	2:43	2:46	2:48	2:51	2:53	2:55	2:56	2:58	3:02
2:45	2:45	2:47	2:52	2:53	2:56	3:00	3:10	3:13	3:16	3:18	3:21	3:23	3:25	3:26	3:28	3:32
3:15	3:15	3:17	3:22	3:23	3:26	3:30	3:40	3:43	3:46	3:48	3:51	3:53	3:55	3:56	3:58	4:02
3:45	3:45	3:47	3:52	3:53	3:56	4:00	4:10	4:13	4:16	4:18	4:21	4:23	4:25	4:26	4:28	4:32
4:15	4:15	4:17	4:22	4:23	4:26	4:30	4:40	4:43	4:46	4:48	4:51	4:53	4:55	4:56	4:58	5:02
4:45	4:45	4:47	4:52	4:53	4:56	5:00	5:10	5:13	5:16	5:18	5:21	5:23	5:25	5:26	5:28	5:32
5:15	5:15	5:17	5:22	5:23	5:26	5:30	5:40	5:43	5:46	5:48	5:51	5:53	5:55	5:56	5:58	6:02
5:45	5:45	5:47	5:52	5:53	5:56	6:00	6:10	6:13	6:16	6:18	6:21	6:23	6:25	6:26	6:28	6:32
6:15	6:15	6:17	6:22	6:23	6:26	6:30	6:40	6:43	6:46	6:48	6:51	6:53	6:55	6:56	6:58	7:02
6:45	6:45	6:47	6:52	6:53	6:56	7:00	7:10	7:13	7:16	7:18	7:21	7:23	7:25	7:26	7:28	7:32
7:15	7:15	7:17	7:22	7:23	7:26	7:30	7:40	7:43	7:46	7:48	7:51	7:53	7:55	7:56	7:58	8:02
7:45	7:45	7:47	7:52	7:53	7:56	8:00	8:10	8:13	8:16	8:18	8:21	8:23	8:25	8:26	8:28	8:32
8:15	8:15	8:17	8:22	8:23	8:26	8:30	8:40	8:43	8:46	8:48	8:51	8:53	8:55	8:56	8:58	9:02
8:45	8:45	8:47	8:52	8:53	8:56	9:00	9:10	9:13	9:16	9:18	9:21	9:23	9:25	9:26	9:28	9:32
9:15	9:15	9:17	9:22	9:23	9:26	9:30	9:40	9:43	9:46	—	—	—	—	—	—	—

Shaded areas do not run on Saturdays.

Route 5

<div style="display: flex; justify-content: space-between; align-items: center;">  <div style="text-align: center;"> <div style="background-color: white; border-radius: 50%; width: 60px; height: 60px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> 5 </div> <p style="margin: 5px 0;">Marriott, M State, Hornbacher's, Lakeland</p> </div> </div>							
Marriott		M State Shelter	Hornbacher's Azool Shelter	5th St S & 30th Shelter	Lakeland Shelter	30th Ave S & 18th St	M State Door N2 Marriott
T A	B	C	D	E	F	G	T A
—	—	—	—	6:16	6:18	6:21	6:25
6:30	6:31	6:38	6:43	6:46	6:48	6:51	6:55
7:00	7:01	7:08	7:13	7:16	7:18	7:21	7:25
7:30	7:31	7:38	7:43	7:46	7:48	7:51	7:55
8:00	8:01	8:08	8:13	8:16	8:18	8:21	8:25
8:30	8:31	8:38	8:43	8:46	8:48	8:51	8:55
9:00	9:01	9:08	9:13	9:16	9:18	9:21	9:25
9:30	9:31	9:38	9:43	9:46	9:48	9:51	9:55
10:00	10:01	10:08	10:13	10:16	10:18	10:21	10:25
10:30	10:31	10:38	10:43	10:46	10:48	10:51	10:55
11:00	11:01	11:08	11:13	11:16	11:18	11:21	11:25
11:30	11:31	11:38	11:43	11:46	11:48	11:51	11:55
12:00	12:01	12:08	12:13	12:16	12:18	12:21	12:25
12:30	12:31	12:38	12:43	12:46	12:48	12:51	12:55
1:00	1:01	1:08	1:13	1:16	1:18	1:21	1:25
1:30	1:31	1:38	1:43	1:46	1:48	1:51	1:55
2:00	2:01	2:08	2:13	2:16	2:18	2:21	2:25
2:30	2:31	2:38	2:43	2:46	2:48	2:51	2:55
3:00	3:01	3:08	3:13	3:16	3:18	3:21	3:25
3:30	3:31	3:38	3:43	3:46	3:48	3:51	3:55
4:00	4:01	4:08	4:13	4:16	4:18	4:21	4:25
4:30	4:31	4:38	4:43	4:46	4:48	4:51	4:55
5:00	5:01	5:08	5:13	5:16	5:18	5:21	5:25
5:30	5:31	5:38	5:43	5:46	5:48	5:51	5:55
6:00	6:01	6:08	6:13	6:16	6:18	6:21	6:25
6:30	6:31	6:38	6:43	6:46	6:48	6:51	6:55
7:00	7:01	7:08	7:13	7:16	7:18	7:21	7:25
7:30	7:31	7:38	7:43	7:46	7:48	7:51	7:55
8:00	8:01	8:08	8:13	8:16	8:18	8:21	8:25
8:30	8:31	8:38	8:43	8:46	8:48	8:51	8:55
9:00	9:01	9:08	9:13	9:16	9:18	9:21	9:25
9:30	9:31	9:38	9:43	9:46	—	—	—

Shaded areas do not run on Saturdays.


Route 6 – no changes

Route 9 – no changes

Route 11

 <div> <div>11</div> <div>GTC, Sanford, VA Hospital, Hornbacher's, Fargo North</div> </div>							
GTC	Sanford Shelter East	VA Hospital Shelter	Gate City Bank Shelter	Fargo North High School	Sanford Shelter West	GTC	
6:45	6:48	6:56	7:00	7:01	7:04	7:06	
7:45	7:48	7:56	8:00	8:01	8:04	8:06	
8:45	8:48	8:56	9:00	9:01	9:04	9:06	
9:45	9:48	9:56	10:00	10:01	10:04	10:06	
10:45	10:48	10:56	11:00	11:01	11:04	11:06	
11:45	11:48	11:56	12:00	12:01	12:04	12:06	
12:45	12:48	12:56	1:00	1:01	1:04	1:06	
1:45	1:48	1:56	2:00	2:01	2:04	2:06	
2:45	2:48	2:56	3:00	3:01	3:04	3:06	
3:45	3:48	3:56	4:00	4:01	4:04	4:06	
4:45	4:48	4:56	5:00	5:01	5:04	5:06	
5:45	5:48	5:56	6:00	6:01	6:04	6:06	
6:45	6:48	6:56	7:00	7:01	7:04	7:06	
7:45	7:48	7:56	8:00	8:01	8:04	8:06	
8:45	8:48	8:56	9:00	9:01	9:04	9:06	

Route 13

 <div> <div>13</div> <div>GTC, Klai Hall, Barry Hall, Roosevelt, Hornbacher's, U32 Apartments, NDSCS, SHAC, Memorial Union, Family fare, Renaissance Hall</div> </div>														
GTC	Barry Hall	Minard Pullout	East SHAC Shelter	NDJU Transit Hub	Roosevelt Park Shelter	Fargo North High School	Northport Shelter	U32 Apartments	SHAC Shelter	NDJU Transit Hub	Family Fare Shelter	Renaissance Hall	GTC	
6:45	6:50	6:55	6:59	7:05	7:07	7:12	7:13	7:17	7:24	7:30	7:33	7:36	7:37	
7:45	7:50	7:55	7:59	8:05	8:07	8:12	8:13	8:17	8:24	8:30	8:33	8:36	8:37	
8:45	8:50	8:55	8:59	9:05	9:07	9:12	9:13	9:17	9:24	9:30	9:33	9:36	9:37	
9:45	9:50	9:55	9:59	10:05	10:07	10:12	10:13	10:17	10:24	10:30	10:33	10:36	10:37	
10:45	10:50	10:55	10:59	11:05	11:07	11:12	11:13	11:17	11:24	11:30	11:33	11:36	11:37	
11:45	11:50	11:55	11:59	12:05	12:07	12:12	12:13	12:17	12:24	12:30	12:33	12:36	12:37	
12:45	12:50	12:55	12:59	1:05	1:07	1:12	1:13	1:17	1:24	1:30	1:33	1:36	1:37	
1:45	1:50	1:55	1:59	2:05	2:07	2:12	2:13	2:17	2:24	2:30	2:33	2:36	2:37	
2:45	2:50	2:55	2:59	3:05	3:07	3:12	3:13	3:17	3:24	3:30	3:33	3:36	3:37	
3:45	3:50	3:55	3:59	4:05	4:07	4:12	4:13	4:17	4:24	4:30	4:33	4:36	4:37	
4:45	4:50	4:55	4:59	5:05	5:07	5:12	5:13	5:17	5:24	5:30	5:33	5:36	5:37	
5:45	5:50	5:55	5:59	6:05	6:07	6:12	6:13	6:17	6:24	6:30	6:33	6:36	6:37	
6:45	6:50	6:55	6:59	7:05	7:07	7:12	7:13	7:17	7:24	7:30	7:33	7:36	7:37	
7:45	7:50	7:55	7:59	8:05	8:07	8:12	8:13	8:17	8:24	8:30	8:33	8:36	8:37	
8:45	8:50	8:55	8:59	9:05	9:07	9:12	9:13	9:17	9:24	9:30	9:33	9:36	9:37	

Route 13U – no changes

Route 14



14

Prairie, Island Park, Sanford, Kmart, Family Fare, Essentia,
Rasmussen College, West Acres, YMCA, Hornbacher's, Courthouse

Shaded areas do not run on Saturdays.

GTC	Fargo High Rise Shelter	25th Ave S Shelter	Essentia Shelter	33rd St S Shelter	32nd St S Shelter	West Acres Shelter	Essentia Shelter	YWCA Shelter	25th Ave S Shelter	Sanford Shelter	Courthouse Shelter	PeopleReady	GTC
T A	B	C	D	E	F	T G	H	I	J	K	L	M	T A
—	—	—	—	—	—	—	6:15	6:21	6:28	6:31	6:36	6:37	6:39
6:15	6:17	6:28	6:40	6:42	6:43	7:00	7:15	7:21	7:28	7:31	7:36	7:37	7:39
7:15	7:17	7:28	7:40	7:42	7:43	8:00	8:15	8:21	8:28	8:31	8:36	8:37	8:39
8:15	8:17	8:28	8:40	8:42	8:43	9:00	9:15	9:21	9:28	9:31	9:36	9:37	9:39
9:15	9:17	9:28	9:40	9:42	9:43	10:00	10:15	10:21	10:28	10:31	10:36	10:37	10:39
10:15	10:17	10:28	10:40	10:42	10:43	11:00	11:15	11:21	11:28	11:31	11:36	11:37	11:39
11:15	11:17	11:28	11:40	11:42	11:43	12:00	12:15	12:21	12:28	12:31	12:36	12:37	12:39
12:15	12:17	12:28	12:40	12:42	12:43	1:00	1:15	1:21	1:28	1:31	1:36	1:37	1:39
1:15	1:17	1:28	1:40	1:42	1:43	2:00	2:15	2:21	2:28	2:31	2:36	2:37	2:39
2:15	2:17	2:28	2:40	2:42	2:43	3:00	3:15	3:21	3:28	3:31	3:36	3:37	3:39
3:15	3:17	3:28	3:40	3:42	3:43	4:00	4:15	4:21	4:28	4:31	4:36	4:37	4:39
4:15	4:17	4:28	4:40	4:42	4:43	5:00	5:15	5:21	5:28	5:31	5:36	5:37	5:39
5:15	5:17	5:28	5:40	5:42	5:43	6:00	6:15	6:21	6:28	6:31	6:36	6:37	6:39
6:15	6:17	6:28	6:40	6:42	6:43	7:00	7:15	7:21	7:28	7:31	7:36	7:37	7:39
7:15	7:17	7:28	7:40	7:42	7:43	8:00	8:15	8:21	8:28	8:31	8:36	8:37	8:39
8:15	8:17	8:28	8:40	8:42	8:43	9:00	9:15	9:21	9:28	9:31	9:36	9:37	9:39

1st trip of Route 14 EASTBOUND to GTC starts at 33rd St shelter at 6:15 a.m. Monday-Friday (Saturday 7:15 a.m.).

Route 15



15


GTC, Holiday, Bethany Homes, Fraser, CVS, West Acres, Target, TJ Maxx, Walmart, Job Service of ND, Courthouse

Shaded areas do not run on Saturdays.

GTC	Holiday Shelter	Bethany Shelter	Agassiz School Shelter	CVS Shelter	Wendy's Shelter	West Acres Shelter	Target Shelter	Walmart Shelter	West Acres Shelter	Bell State Bank Shelter	Courthouse Shelter	PeopleReady	GTC
T A	B	C	D	E	T F	G	H	T I	J	K	L	M	T A
—	—	—	—	—	—	—	—	6:11	6:20	6:24	6:33	6:34	6:36
6:15	6:18	6:19	6:21	6:24	6:26	6:35	6:38	6:41	6:50	6:54	7:03	7:04	7:06
6:45	6:48	6:49	6:51	6:54	6:56	7:05	7:08	7:11	7:20	7:24	7:33	7:34	7:36
7:15	7:18	7:19	7:21	7:24	7:26	7:35	7:38	7:41	7:50	7:54	8:03	8:04	8:06
7:45	7:48	7:49	7:51	7:54	7:56	8:05	8:08	8:11	8:20	8:24	8:33	8:34	8:36
8:15	8:18	8:19	8:21	8:24	8:26	8:35	8:38	8:41	8:50	8:54	9:03	9:04	9:06
8:45	8:48	8:49	8:51	8:54	8:56	9:05	9:08	9:11	9:20	9:24	9:33	9:34	9:36
9:15	9:18	9:19	9:21	9:24	9:26	9:35	9:38	9:41	9:50	9:54	10:03	10:04	10:06
9:45	9:48	9:49	9:51	9:54	9:56	10:05	10:08	10:11	10:20	10:24	10:33	10:34	10:36
10:00	10:03	10:04	10:06	10:09	10:11	10:20	10:23	10:26	10:35	10:39	10:48	10:49	10:51
10:15	10:18	10:19	10:21	10:24	10:26	10:35	10:38	10:41	10:50	10:54	11:03	11:04	11:06
10:45	10:48	10:49	10:51	10:54	10:56	11:05	11:08	11:11	11:20	11:24	11:33	11:34	11:36
11:00	11:03	11:04	11:06	11:09	11:11	11:20	11:23	11:26	11:35	11:39	11:48	11:49	11:51
11:15	11:18	11:19	11:21	11:24	11:26	11:35	11:38	11:41	11:50	11:54	12:03	12:04	12:06
11:45	11:48	11:49	11:51	11:54	11:56	12:05	12:08	12:11	12:20	12:24	12:33	12:34	12:36
12:00	12:03	12:04	12:06	12:09	12:11	12:20	12:23	12:26	12:35	12:39	12:48	12:49	12:51
12:15	12:18	12:19	12:21	12:24	12:26	12:35	12:38	12:41	12:50	12:54	1:03	1:04	1:06
12:45	12:48	12:49	12:51	12:54	12:56	1:05	1:08	1:11	1:20	1:24	1:33	1:34	1:36
1:00	1:03	1:04	1:06	1:09	1:11	1:20	1:23	1:26	1:35	1:39	1:48	1:49	1:51
1:15	1:18	1:19	1:21	1:24	1:26	1:35	1:38	1:41	1:50	1:54	2:03	2:04	2:06
1:45	1:48	1:49	1:51	1:54	1:56	2:05	2:08	2:11	2:20	2:24	2:33	2:34	2:36
2:00	2:03	2:04	2:06	2:09	2:11	2:20	2:23	2:26	2:35	2:39	2:48	2:49	2:51
2:15	2:18	2:19	2:21	2:24	2:26	2:35	2:38	2:41	2:50	2:54	3:03	3:04	3:06
2:45	2:48	2:49	2:51	2:54	2:56	3:05	3:08	3:11	3:20	3:24	3:33	3:34	3:36
3:00	3:03	3:04	3:06	3:09	3:11	3:20	3:23	3:26	3:35	3:39	3:48	3:49	3:51
3:15	3:18	3:19	3:21	3:24	3:26	3:35	3:38	3:41	3:50	3:54	4:03	4:04	4:06
3:45	3:48	3:49	3:51	3:54	3:56	4:05	4:08	4:11	4:20	4:24	4:33	4:34	4:36
4:00	4:03	4:04	4:06	4:09	4:11	4:20	4:23	4:26	4:35	4:39	4:48	4:49	4:51
4:15	4:18	4:19	4:21	4:24	4:26	4:35	4:38	4:41	4:50	4:54	5:03	5:04	5:06
4:45	4:48	4:49	4:51	4:54	4:56	5:05	5:08	5:11	5:20	5:24	5:33	5:34	5:36
5:00	5:03	5:04	5:06	5:09	5:11	5:20	5:23	5:26	5:35	5:39	5:48	5:49	5:51
5:15	5:18	5:19	5:21	5:24	5:26	5:35	5:38	5:41	5:50	5:54	6:03	6:04	6:06
5:45	5:48	5:49	5:51	5:54	5:56	6:05	6:08	6:11	6:20	6:24	6:33	6:34	6:36
6:15	6:18	6:19	6:21	6:24	6:26	6:35	6:38	6:41	6:50	6:54	7:03	7:04	7:06
6:45	6:48	6:49	6:51	6:54	6:56	7:05	7:08	7:11	7:20	7:24	7:33	7:34	7:36
7:15	7:18	7:19	7:21	7:24	7:26	7:35	7:38	7:41	7:50	7:54	8:03	8:04	8:06
7:45	7:48	7:49	7:51	7:54	7:56	8:05	8:08	8:11	8:20	8:24	8:33	8:34	8:36
8:15	8:18	8:19	8:21	8:24	8:26	8:35	8:38	8:41	8:50	8:54	9:03	9:04	9:06
8:45	8:48	8:49	8:51	8:54	8:56	9:05	9:08	9:11	9:20	9:24	9:33	9:34	9:36


Route 16 – no changes

Route 17

 17 Madison School, YWCA, Centre, Univ. Manor							
	GTC	Barry Hall	Whale of a Wash Shelter	Metro Transit Garage (MTG)	New Life Center Shelter	University Manor Shelter	GTC
	T A	B	C	D	E	F	T A
6:15		6:17	6:26	6:30	6:33	6:36	6:39
7:15		7:17	7:26	7:30	7:33	7:36	7:39
8:15		8:17	8:26	8:30	8:33	8:36	8:39
9:15		9:17	9:26	9:30	9:33	9:36	9:39
10:15		10:17	10:26	10:30	10:33	10:36	10:39
11:15		11:17	11:26	11:30	11:33	11:36	11:39
12:15		12:17	12:26	12:30	12:33	12:36	12:39
1:15		1:17	1:26	1:30	1:33	1:36	1:39
2:15		2:17	2:26	2:30	2:33	2:36	2:39
3:15		3:17	3:26	3:30	3:33	3:36	3:39
4:15		4:17	4:26	4:30	4:33	4:36	4:39
5:15		5:17	5:26	5:30	5:33	5:36	5:39
6:15		6:17	6:26	6:30	6:33	6:36	6:39
7:15		7:17	7:26	7:30	7:33	7:36	7:39
8:15		8:17	8:26	8:30	8:33	8:36	8:39
9:15		9:17	9:26	9:30	9:33	9:36	9:39

Shaded areas do not run on Saturdays.



Route 18

 18 GTC, Bethany Homes, SEHS, Avalon West, Essentia, Hornbacher's, Microsoft, Walmart														
	GTC	Holiday Shelter	Bethany Shelter	SEHS Shelter	Essentia Hospital	Hornbacher's	Microsoft	Walmart	Shelley HS Shelter	Hornbacher's Shelter	Essentia Hospital	SEHS Shelter	PeopleReady	GTC
	T A	B	C	D	E	F	G	H	I	J	K	L	M	T A
—						6:19	6:31	6:36	6:47	6:50	6:56	7:02	7:07	7:08
6:45		6:48	6:49	6:57	7:08	7:19	7:31	7:36	7:47	7:50	7:56	8:02	8:07	8:08
7:45		7:48	7:49	7:57	8:08	8:19	8:31	8:36	8:47	8:50	8:56	9:02	9:07	9:08
8:45		8:48	8:49	8:57	9:08	9:19	9:31	9:36	9:47	9:50	9:56	10:02	10:07	10:08
9:45		9:48	9:49	9:57	10:08	10:19	10:31	10:36	10:47	10:50	10:56	11:02	11:07	11:08
10:45		10:48	10:49	10:57	11:08	11:19	11:31	11:36	11:47	11:50	11:56	12:02	12:07	12:08
11:45		11:48	11:49	11:57	12:08	12:19	12:31	12:36	12:47	12:50	12:56	1:02	1:07	1:08
12:45		12:48	12:49	12:57	1:08	1:19	1:31	1:36	1:47	1:50	1:56	2:02	2:07	2:08
1:45		1:48	1:49	1:57	2:08	2:19	2:31	2:36	2:47	2:50	2:56	3:02	3:07	3:08
2:45		2:48	2:49	2:57	3:08	3:19	3:31	3:36	3:47	3:50	3:56	4:02	4:07	4:08
3:45		3:48	3:49	3:57	4:08	4:19	4:31	4:36	4:47	4:50	4:56	5:02	5:07	5:08
4:45		4:48	4:49	4:57	5:08	5:19	5:31	5:36	5:47	5:50	5:56	6:02	6:07	6:08
5:45		5:48	5:49	5:57	6:08	6:19	6:31	6:36	6:47	6:50	6:56	7:02	7:07	7:08
6:45		6:48	6:49	6:57	7:08	7:19	7:31	7:36	7:47	7:50	7:56	8:02	8:07	8:08
7:45		7:48	7:49	7:57	8:08	8:19	8:31	8:36	8:47	8:50	8:56	9:02	9:07	9:08
8:45		8:48	8:49	8:57	9:08	9:19	9:31	9:36	—	—	—	—	—	—

Shaded areas do not run on Saturdays.

Route 20 – no changes

Route 24

  West Acres, Sanford Medical Center, Cash Wise, Bluestem Dr./26th Ave., Costco												
West Acres Shelter Dakota View Estates Red River Zoo Sanford Medical Center Scheels Arena Cash Wise 9th St W & 32nd Ave W Veterans Commons Sanford Medical 19th Ave E & Burlington Ln West Acres Cinema West Acres Shelter												
T A	B	C	D	E	F	G	H	I	J	K	T A	
6:30	6:32	6:35	6:40	6:45	6:48	6:55	7:04	7:08	7:13	7:17	7:20	
7:30	7:32	7:35	7:40	7:45	7:48	7:55	8:04	8:08	8:13	8:17	8:20	
8:30	8:32	8:35	8:40	8:45	8:48	8:55	9:04	9:08	9:13	9:17	9:20	
9:30	9:32	9:35	9:40	9:45	9:48	9:55	10:04	10:08	10:13	10:17	10:20	
10:30	10:32	10:35	10:40	10:45	10:48	10:55	11:04	11:08	11:13	11:17	11:20	
11:30	11:32	11:35	11:40	11:45	11:48	11:55	12:04	12:08	12:13	12:17	12:20	
12:30	12:32	12:35	12:40	12:45	12:48	12:55	1:04	1:08	1:13	1:17	1:20	
1:30	1:32	1:35	1:40	1:45	1:48	1:55	2:04	2:08	2:13	2:17	2:20	
2:30	2:32	2:35	2:40	2:45	2:48	2:55	3:04	3:08	3:13	3:17	3:20	
3:30	3:32	3:35	3:40	3:45	3:48	3:55	4:04	4:08	4:13	4:17	4:20	
4:30	4:32	4:35	4:40	4:45	4:48	4:55	5:04	5:08	5:13	5:17	5:20	
5:30	5:32	5:35	5:40	5:45	5:48	5:55	6:04	6:08	6:13	6:17	6:20	
6:30	6:32	6:35	6:40	6:45	6:48	6:55	7:04	7:08	7:13	7:17	7:20	
7:30	7:32	7:35	7:40	7:45	7:48	7:55	8:04	8:08	8:13	8:17	8:20	
8:30	8:32	8:35	8:40	8:45	8:48	8:55	9:04	9:08	9:13	9:17	9:20	


Shaded areas do not run on Saturdays.

Route 31 – no changes

Route 32E – no changes

Route 32W – Service is suspended, and will not operate.

Route 33

 33 NDSU Hub, Family Fare, Klai Hall, Barry Hall, University Village, SHAC							
NDSU Transit Hub	Family Fare	Klai Hall	NDSU P.H. Barry Hall	University Village	SHAC	Centennial Blvd	NDSU Transit Hub
T A	B	C	D	E	F	G	T A
6:55	6:58	6:59	7:03	7:10	7:11	7:12	7:15
7:05	7:08	7:09	7:13	7:20	7:21	7:22	7:25
7:15	7:18	7:19	7:23	7:30	7:31	7:32	7:35
7:25	7:28	7:29	7:33	7:40	7:41	7:42	7:45
7:35	7:38	7:39	7:43	7:50	7:51	7:52	7:55
7:45	7:48	7:49	7:53	8:00	8:01	8:02	8:05
7:55	7:58	7:59	8:03	8:10	8:11	8:12	8:15
8:05	8:08	8:09	8:13	8:20	8:21	8:22	8:25
8:15	8:18	8:19	8:23	8:30	8:31	8:32	8:35
8:25	8:28	8:29	8:33	8:40	8:41	8:42	8:45
8:35	8:38	8:39	8:43	8:50	8:51	8:52	8:55
8:45	8:48	8:49	8:53	9:00	9:01	9:02	9:05
8:55	8:58	8:59	9:03	9:10	9:11	9:12	9:15
9:05	9:08	9:09	9:13	9:20	9:21	9:22	9:25
9:15	9:18	9:19	9:23	9:30	9:31	9:32	9:35
9:25	9:28	9:29	9:33	9:40	9:41	9:42	9:45
9:35	9:38	9:39	9:43	9:50	9:51	9:52	9:55
9:45	9:48	9:49	9:53	10:00	10:01	10:02	10:05
9:55	9:58	9:59	10:03	10:10	10:11	10:12	10:15
10:05	10:08	10:09	10:13	10:20	10:21	10:22	10:25
10:15	10:18	10:19	10:23	10:30	10:31	10:32	10:35
10:25	10:28	10:29	10:33	10:40	10:41	10:42	10:45
10:35	10:38	10:39	10:43	10:50	10:51	10:52	10:55
10:45	10:48	10:49	10:53	11:00	11:01	11:02	11:05
10:55	10:58	10:59	11:03	11:10	11:11	11:12	11:15
11:05	11:08	11:09	11:13	11:20	11:21	11:22	11:25
11:15	11:18	11:19	11:23	11:30	11:31	11:32	11:35
11:25	11:28	11:29	11:33	11:40	11:41	11:42	11:45
11:35	11:38	11:39	11:43	11:50	11:51	11:52	11:55
11:45	11:48	11:49	11:53	12:00	12:01	12:02	12:05
11:55	11:58	11:59	12:03	12:10	12:11	12:12	12:15
12:05	12:08	12:09	12:13	12:20	12:21	12:22	12:25
12:15	12:18	12:19	12:23	12:30	12:31	12:32	12:35
12:25	12:28	12:29	12:33	12:40	12:41	12:42	12:45
12:35	12:38	12:39	12:43	12:50	12:51	12:52	12:55
12:45	12:48	12:49	12:53	1:00	1:01	1:02	1:05
12:55	12:58	12:59	1:03	1:10	1:11	1:12	1:15
1:05	1:08	1:09	1:13	1:20	1:21	1:22	1:25
1:15	1:18	1:19	1:23	1:30	1:31	1:32	1:35
1:25	1:28	1:29	1:33	1:40	1:41	1:42	1:45
1:35	1:38	1:39	1:43	1:50	1:51	1:52	1:55
1:45	1:48	1:49	1:53	2:00	2:01	2:02	2:05
1:55	1:58	1:59	2:03	2:10	2:11	2:12	2:15
2:05	2:08	2:09	2:13	2:20	2:21	2:22	2:25
2:15	2:18	2:19	2:23	2:30	2:31	2:32	2:35
2:25	2:28	2:29	2:33	2:40	2:41	2:42	2:45
2:35	2:38	2:39	2:43	2:50	2:51	2:52	2:55
2:45	2:48	2:49	2:53	3:00	3:01	3:02	3:05
2:55	2:58	2:59	3:03	3:10	3:11	3:12	3:15
3:05	3:08	3:09	3:13	3:20	3:21	3:22	3:25
3:15	3:18	3:19	3:23	3:30	3:31	3:32	3:35
3:25	3:28	3:29	3:33	3:40	3:41	3:42	3:45
3:35	3:38	3:39	3:43	3:50	3:51	3:52	3:55
3:45	3:48	3:49	3:53	4:00	4:01	4:02	4:05
3:55	3:58	3:59	4:03	4:10	4:11	4:12	4:15
4:05	4:08	4:09	4:13	4:20	4:21	4:22	4:25
4:15	4:18	4:19	4:23	4:30	4:31	4:32	4:35
4:25	4:28	4:29	4:33	4:40	4:41	4:42	4:45
4:35	4:38	4:39	4:43	4:50	4:51	4:52	4:55
4:45	4:48	4:49	4:53	5:00	5:01	5:02	5:05
4:55	4:58	4:59	5:03	5:10	5:11	5:12	5:15
5:05	5:08	5:09	5:13	5:20	5:21	5:22	5:25
5:15	5:18	5:19	5:23	5:30	5:31	5:32	5:35
5:25	5:28	5:29	5:33	5:40	5:41	5:42	5:45
5:35	5:38	5:39	5:43	5:50	5:51	5:52	5:55
5:45	5:48	5:49	5:53	6:00	6:01	6:02	6:05
5:55	5:58	5:59	6:03	6:10	6:11	6:12	6:15
6:05	6:08	6:09	6:13	6:20	6:21	6:22	6:25
6:15	6:18	6:19	6:23	6:30	6:31	6:32	6:35
6:25	6:28	6:29	6:33	6:40	6:41	6:42	6:45
6:35	6:38	6:39	6:43	6:50	6:51	6:52	6:55

Route 34 – no changes

TapRide NDSU – New hours are 6:30-9:45 p.m.

TapRide Industrial Park – TapRide service to the Fargo industrial park will not be available on Saturdays. This service will continue as usual on weekdays.



News Release

Contact: Cole Swingen, Asst. Transit Director - Operations
Email: cswingen@fargond.gov
Phone: 701-476-5989

Temporary MATBUS service changes to begin January 10, 2022

FARGO, N.D. (January 4, 2022) – Due to continued driver shortages, all MATBUS fixed routes and MATBUS Paratransit services will end at 9:45 p.m. starting Monday, January 10, 2022. This is a temporary reduction in hours from the current service end time of 11:15 p.m.

Temporary timetable changes will also begin on January 10 for the following Fargo routes: 11, 13, 14, 15, 32W, 33 and NDSU TapRide. This is in addition to previous temporary changes to Route 2 and Fargo Industrial Park TapRide. For full details on these changes, and to view the temporary timetables, visit matbus.com.

This reduction in service levels will allow MATBUS to provide more reliable service for riders, while also allowing for time to recruit and train additional drivers. Driver shortages are a nation-wide trend in public transit, requiring service changes in transit agencies of every size.

These temporary MATBUS changes will be in effect until further notice, though they are expected to last through May 2022 at the earliest. MATBUS staff will continue to monitor driver staffing, and will give the public notice before reinstating service, which may occur gradually.

Any future service changes will be communicated to the public through the MATBUS website (www.MATBUS.com), social media platforms, and local news outlets. MATBUS riders are also encouraged to sign up for Rider Alerts on the MATBUS website, which will allow them to receive direct emails about future announcements.

- END -

Visit MATBUS on the web at www.matbus.com.

Reasonable Accommodation



Reasonable Accommodation

Reasonable accommodations may be granted by MATBUS operators, dispatch or supervisory staff. These requests are limited to short-term requests that do not place the passenger(s) or MATBUS employees in an unsafe situation.

Some examples of reasonable accommodations are:

- Dropping passengers off at the nearest paved sidewalk or driveway prior to or after the signed bus stop.
- Making room for a passengers mobility device.
Mobility device must be able to be secured safely on the vehicle and cannot block the aisle way or exit doors.
- Making an announcement for a passenger stop that is not a regularly announced location.

Additional requests for accommodations should be made through the [contact us](#) page, by calling our administration offices at [701.241.8140](tel:701.241.8140), or completing the [Reasonable Accommodation Form](#).

Reasonable Modification

[FTA Reasonable Modification Policy](#)

Agencies are required to make reasonable modifications to policies, practices, and procedures to avoid discrimination and ensure that their programs are accessible to individuals with disabilities.

Requests for reasonable modifications should be made through the [contact us](#) page, or by calling our administration offices at [701.241.8140](tel:701.241.8140)

Some situations will be on-the-spot, in those cases MATBUS riders should let the driver know what their reasonable modification is and they will inform the dispatchers for instructions on how to proceed.

Designated Bus Stop Policy

**Title:**

Designated Bus Stops

Approved By:

Leadership

Effective Date:

10/1/2018

Policy #:

MBP1000

Date Approved:

10/1/2018

Revision #:

1.00

Policy:

MATBUS will adhere to a designated bus stop only policy; meaning passengers may only board and exit at signed bus stops.

Purpose:

Passengers can board or deboard the fixed route bus only at designated locations posted with a MATBUS stop sign. It is the goal of MATBUS through this policy to:

1. Improve reliability and on-time performance
2. Heighten visibility of transit routes
3. Improve visibility and clarification of bus stop locations
4. Reduce incidents of missed passengers
5. Improve customer satisfaction by identifying all bus stop locations

Scope:

This policy affects all MATBUS passengers, City of Fargo, City of Moorhead and Contractor employees.

Description:

Bus drivers will continue to stop at unauthorized boarding locations when a passenger is flagging them down, but will then politely explain the correct boarding location for future rides.

During winter months, the bus driver will allow passengers to board at invalid bus stops if the nearest stop is inaccessible due to snow/ice or the person is using a mobility device.

Temporary Route Changes and Detours

During detour operations, the temporary route segment will - unless otherwise noted -

operate under the "flag stop" policy, meaning passengers can board or deboard the bus at any corner or intersection along the route where the driver deems it is safe to do so.

For long-term detours, temporary MATBUS stop signs may be installed and designated as bus stops. Also, "Not in Service" stickers may be placed over existing MATBUS stops signs or the signs will be covered or removed.

Bus Stop Identification

MATBUS Stop Signs have been installed at locations along each route. Sign locations are marked on printed bus schedules and [online route maps/schedules](#).

Stop locations are indicated on the live bus tracker available online and utilized in Google Transit for trip planning.

Designated Bus Stop Criteria

1. Bus stops will be placed at least two blocks apart unless there is demonstrated high demand requiring additional stops.
2. Traffic flow and existing traffic signal and sign placement will be considered in placement of the stop.
3. The bus stop location must be safe for passengers to board and deboard and not create a hazard for other traffic.
4. The bus stop cannot be in a right-hand turning lane, unless the bus route turns right at that location.
5. It is preferred that the bus stop be located at or near concrete at an accessible corner or driveway.
6. If the bus stop is on the far side of the intersection, it is preferred that the stop allow the bus to completely clear the intersection and allow passengers to board and deboard on concrete.
7. Mid-block stops will be considered on long blocks (a double block or more) and loops. The stop should be the point where a corner would normally exist and includes "T" intersections.
8. If the stop request is based on a passenger's disability, MATBUS staff will review the

request to determine the best option, including the possibility of alternative transportation.

9. MATBUS staff will review bus stop boarding data yearly and will make determinations based on ridership to add or remove bus stops.

Designated Bus Stop Request Procedure

If passengers have a concern about a bus stop (or lack of a bus stop) in any particular location, they can fill out the [Request a Bus Stop Form](#).

1. A form is available online under the [Contact Us page](#), titled [Request a Bus Stop](#).
2. This is a fillable form for individuals to enter the location of the requested stop, along with any pertinent information accompanying the request.
3. The requests may be sent to the transit@matbus.com email address, which is monitored by MATBUS administrative staff.
4. If a passenger does not have access to the online form, they may contact MATBUS staff either in person or via the main phone line at [701.232.7500](tel:701.232.7500). The contacted staff member will enter the request for the individual.
5. MATBUS administrative staff will review and respond to all requests within 10 business days of receipt. The requesting individual will be subsequently notified of the decision and any actions taken.

Enforcement of Policy

Passengers who are not at a designated bus stop before the bus arrives may be bypassed. Employees who allow passengers to be picked up in non-designated bus stop locations for reasons not listed in this policy may be subject to discipline.

Timetables Routes

1-9



1

Downtown, Concordia, Hopkins Elem.,
Marriott, Brookdale Mall, Library

	GTC	Main Ave & 6th St S	Concordia Shelter (8th St)	Hopkins Elementary	Marriott (departure)	Brookdale Mall	Concordia Shelter (5th St)	Public Library Shelter	GTC
	(T) A	(B)	(C)	(D)	(T) E	(F)	(G)	(H)	(T) A
	6:15	6:18	6:20	6:22	6:30	6:31	6:33	6:34	6:41
	6:45	6:48	6:50	6:52	7:00	7:01	7:03	7:04	7:11
	7:15	7:18	7:20	7:22	7:30	7:31	7:33	7:34	7:41
	7:45	7:48	7:50	7:52	8:00	8:01	8:03	8:04	8:11
	8:15	8:18	8:20	8:22	8:30	8:31	8:33	8:34	8:41
	8:45	8:48	8:50	8:52	9:00	9:01	9:03	9:04	9:11
	9:15	9:18	9:20	9:22	9:30	9:31	9:33	9:34	9:41
	9:45	9:48	9:50	9:52	10:00	10:01	10:03	10:04	10:11
	10:15	10:18	10:20	10:22	10:30	10:31	10:33	10:34	10:41
	10:45	10:48	10:50	10:52	11:00	11:01	11:03	11:04	11:11
	11:15	11:18	11:20	11:22	11:30	11:31	11:33	11:34	11:41
	11:45	11:48	11:50	11:52	12:00	12:01	12:03	12:04	12:11
	12:15	12:18	12:20	12:22	12:30	12:31	12:33	12:34	12:41
	12:45	12:48	12:50	12:52	1:00	1:01	1:03	1:04	1:11
	1:15	1:18	1:20	1:22	1:30	1:31	1:33	1:34	1:41
	1:45	1:48	1:50	1:52	2:00	2:01	2:03	2:04	2:11
	2:15	2:18	2:20	2:22	2:30	2:31	2:33	2:34	2:41
	2:45	2:48	2:50	2:52	3:00	3:01	3:03	3:04	3:11
	3:15	3:18	3:20	3:22	3:30	3:31	3:33	3:34	3:41
	3:45	3:48	3:50	3:52	4:00	4:01	4:03	4:04	4:11
	4:15	4:18	4:20	4:22	4:30	4:31	4:33	4:34	4:41
	4:45	4:48	4:50	4:52	5:00	5:01	5:03	5:04	5:11
	5:15	5:18	5:20	5:22	5:30	5:31	5:33	5:34	5:41
	5:45	5:48	5:50	5:52	6:00	6:01	6:03	6:04	6:11
	6:15	6:18	6:20	6:22	6:30	6:31	6:33	6:34	6:41
	6:45	6:48	6:50	6:52	7:00	7:01	7:03	7:04	7:11
	7:15	7:18	7:20	7:22	7:30	7:31	7:33	7:34	7:41
	7:45	7:48	7:50	7:52	8:00	8:01	8:03	8:04	8:11
	8:15	8:18	8:20	8:22	8:30	8:31	8:33	8:34	8:41
	8:45	8:48	8:50	8:52	9:00	9:01	9:03	9:04	9:11
	9:15	9:18	9:20	9:22	9:30	9:31	9:33	9:34	9:41
	9:45	9:48	9:50	9:52	10:00	10:01	10:03	10:04	10:11

Shaded areas do not run on Saturdays.



2

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

Shaded areas do not run on Saturdays.

GTC	Main Ave & 6th St S	Hornbacher's / St Joe's Shelter	MSUM Shelter (11th St)	Hopkins Elementary	Marriott (departure)	MSUM Shelter (14th St)	Hornbacher's / Glass Doctor	GTC
(T) A	B	C	D	E	(T) F	G	H	(T) A
6:15	6:18	6:20	6:21	6:23	6:30	6:33	6:35	6:41
6:45	6:48	6:50	6:51	6:53	7:00	7:03	7:05	7:11
7:15	7:18	7:20	7:21	7:23	7:30	7:33	7:35	7:41
7:45	7:48	7:50	7:51	7:53	8:00	8:03	8:05	8:11
8:15	8:18	8:20	8:21	8:23	8:30	8:33	8:35	8:41
8:45	8:48	8:50	8:51	8:53	9:00	9:03	9:05	9:11
9:15	9:18	9:20	9:21	9:23	9:30	9:33	9:35	9:41
9:45	9:48	9:50	9:51	9:53	10:00	10:03	10:05	10:11
10:15	10:18	10:20	10:21	10:23	10:30	10:33	10:35	10:41
10:45	10:48	10:50	10:51	10:53	11:00	11:03	11:05	11:11
11:15	11:18	11:20	11:21	11:23	11:30	11:33	11:35	11:41
11:45	11:48	11:50	11:51	11:53	12:00	12:03	12:05	12:11
12:15	12:18	12:20	12:21	12:23	12:30	12:33	12:35	12:41
12:45	12:48	12:50	12:51	12:53	1:00	1:03	1:05	1:11
1:15	1:18	1:20	1:21	1:23	1:30	1:33	1:35	1:41
1:45	1:48	1:50	1:51	1:53	2:00	2:03	2:05	2:11
2:15	2:18	2:20	2:21	2:23	2:30	2:33	2:35	2:41
2:45	2:48	2:50	2:51	2:53	3:00	3:03	3:05	3:11
3:15	3:18	3:20	3:21	3:23	3:30	3:33	3:35	3:41
3:45	3:48	3:50	3:51	3:53	4:00	4:03	4:05	4:11
4:15	4:18	4:20	4:21	4:23	4:30	4:33	4:35	4:41
4:45	4:48	4:50	4:51	4:53	5:00	5:03	5:05	5:11
5:15	5:18	5:20	5:21	5:23	5:30	5:33	5:35	5:41
5:45	5:48	5:50	5:51	5:53	6:00	6:03	6:05	6:11
6:15	6:18	6:20	6:21	6:23	6:30	6:33	6:35	6:41
6:45	6:48	6:50	6:51	6:53	7:00	7:03	7:05	7:11
7:15	7:18	7:20	7:21	7:23	7:30	7:33	7:35	7:41
7:45	7:48	7:50	7:51	7:53	8:00	8:03	8:05	8:11
8:15	8:18	8:20	8:21	8:23	8:30	8:33	8:35	8:41
8:45	8:48	8:50	8:51	8:53	9:00	9:03	9:05	9:11
9:15	9:18	9:20	9:21	9:23	9:30	9:33	9:35	9:41
9:45	9:48	9:50	9:51	9:53	10:00	10:03	10:05	10:11



**Marriott, Cashwise, Target,
Moorhead High, 24th Ave. & 14th St.**

	Marriott	12th Ave S & 19 1/2 St	12th Ave S & 34th St Cir	Cashwise	Target Shelter	Moorhead High Shelter	20th St S & 14th Ave	24th Ave S & 14th St	Marriott
	T A	B	C	D	E	F	G	H	T A
	—	—	—	—	—	—	6:19	6:22	6:25
	6:30	6:34	6:37	6:40	6:42	6:46	6:49	6:52	6:55
	7:00	7:04	7:07	7:10	7:12	7:16	7:19	7:22	7:25
	7:30	7:34	7:37	7:40	7:42	7:46	7:49	7:52	7:55
	8:00	8:04	8:07	8:10	8:12	8:16	8:19	8:22	8:25
	8:30	8:34	8:37	8:40	8:42	8:46	8:49	8:52	8:55
	9:00	9:04	9:07	9:10	9:12	9:16	9:19	9:22	9:25
	9:30	9:34	9:37	9:40	9:42	9:46	9:49	9:52	9:55
	10:00	10:04	10:07	10:10	10:12	10:16	10:19	10:22	10:25
	10:30	10:34	10:37	10:40	10:42	10:46	10:49	10:52	10:55
	11:00	11:04	11:07	11:10	11:12	11:16	11:19	11:22	11:25
	11:30	11:34	11:37	11:40	11:42	11:46	11:49	11:52	11:55
	12:00	12:04	12:07	12:10	12:12	12:16	12:19	12:22	12:25
	12:30	12:34	12:37	12:40	12:42	12:46	12:49	12:52	12:55
	1:00	1:04	1:07	1:10	1:12	1:16	1:19	1:22	1:25
	1:30	1:34	1:37	1:40	1:42	1:46	1:49	1:52	1:55
	2:00	2:04	2:07	2:10	2:12	2:16	2:19	2:22	2:25
	2:30	2:34	2:37	2:40	2:42	2:46	2:49	2:52	2:55
	3:00	3:04	3:07	3:10	3:12	3:16	3:19	3:22	3:25
	3:30	3:34	3:37	3:40	3:42	3:46	3:49	3:52	3:55
	4:00	4:04	4:07	4:10	4:12	4:16	4:19	4:22	4:25
	4:30	4:34	4:37	4:40	4:42	4:46	4:49	4:52	4:55
	5:00	5:04	5:07	5:10	5:12	5:16	5:19	5:22	5:25
	5:30	5:34	5:37	5:40	5:42	5:46	5:49	5:52	5:55
	6:00	6:04	6:07	6:10	6:12	6:16	6:19	6:22	6:25
	6:30	6:34	6:37	6:40	6:42	6:46	6:49	6:52	6:55
	7:00	7:04	7:07	7:10	7:12	7:16	7:19	7:22	7:25
	7:30	7:34	7:37	7:40	7:42	7:46	7:49	7:52	7:55
	8:00	8:04	8:07	8:10	8:12	8:16	8:19	8:22	8:25
	8:30	8:34	8:37	8:40	8:42	8:46	8:49	8:52	8:55
	9:00	9:04	9:07	9:10	9:12	9:16	9:19	9:22	9:25
	9:30	9:34	9:37	9:40	9:42	9:46	9:49	9:52	9:55
	10:00	10:04	10:07	10:10	10:12	10:16	10:19	—	—



4

Downtown, Park View Terrace, Courthouse, Churches United, Target, Walmart, Cash Wise, DMV, Moorhead Center Mall, Hjemkomst

Shaded areas do not run on Saturdays.

GTC	US Bank Shelter	14th St N & 10th Ave	Courthouse Shelter	Churches United Shelter	McDonald's / Target	Walmart (departure)	Cash Wise (34th St)	4th Ave N & 24th St Shelter	7th Ave N & 20/19th St	DMV	Courthouse Shelter	Riverview High Rise Shelter	Center Mall Shelter	Park View Terrace	GTC
T A	B	C	D	E	F	T G	H	I	J	K	L	M	N	O	T A
—	—	—	—	—	—	—	—	6:16	6:18	6:21	6:23	6:25	6:26	6:28	6:32
6:15	6:17	6:22	6:23	6:26	6:30	6:40	6:42	6:46	6:48	6:51	6:53	6:55	6:56	6:58	7:02
6:45	6:47	6:52	6:53	6:56	7:00	7:10	7:12	7:16	7:18	7:21	7:23	7:25	7:26	7:28	7:32
7:15	7:17	7:22	7:23	7:26	7:30	7:40	7:42	7:46	7:48	7:51	7:53	7:55	7:56	7:58	8:02
7:45	7:47	7:52	7:53	7:56	8:00	8:10	8:12	8:16	8:18	8:21	8:23	8:25	8:26	8:28	8:32
8:15	8:17	8:22	8:23	8:26	8:30	8:40	8:42	8:46	8:48	8:51	8:53	8:55	8:56	8:58	9:02
8:45	8:47	8:52	8:53	8:56	9:00	9:10	9:12	9:16	9:18	9:21	9:23	9:25	9:26	9:28	9:32
9:15	9:17	9:22	9:23	9:26	9:30	9:40	9:42	9:46	9:48	9:51	9:53	9:55	9:56	9:58	10:02
9:45	9:47	9:52	9:53	9:56	10:00	10:10	10:12	10:16	10:18	10:21	10:23	10:25	10:26	10:28	10:32
10:15	10:17	10:22	10:23	10:26	10:30	10:40	10:42	10:46	10:48	10:51	10:53	10:55	10:56	10:58	11:02
10:45	10:47	10:52	10:53	10:56	11:00	11:10	11:12	11:16	11:18	11:21	11:23	11:25	11:26	11:28	11:32
11:15	11:17	11:22	11:23	11:26	11:30	11:40	11:42	11:46	11:48	11:51	11:53	11:55	11:56	11:58	12:02
11:45	11:47	11:52	11:53	11:56	12:00	12:10	12:12	12:16	12:18	12:21	12:23	12:25	12:26	12:28	12:32
12:15	12:17	12:22	12:23	12:26	12:30	12:40	12:42	12:46	12:48	12:51	12:53	12:55	12:56	12:59	1:02
12:45	12:47	12:52	12:53	12:56	1:00	1:10	1:12	1:16	1:18	1:21	1:23	1:25	1:26	1:28	1:32
1:15	1:17	1:22	1:23	1:26	1:30	1:40	1:42	1:46	1:48	1:51	1:53	1:55	1:56	1:58	2:02
1:45	1:47	1:52	1:53	1:56	2:00	2:10	2:12	2:16	2:18	2:21	2:23	2:25	2:26	2:28	2:32
2:15	2:17	2:22	2:23	2:26	2:30	2:40	2:42	2:46	2:48	2:51	2:53	2:55	2:56	2:58	3:02
2:45	2:47	2:52	2:53	2:56	3:00	3:10	3:12	3:16	3:18	3:21	3:23	3:25	3:26	3:28	3:32
3:15	3:17	3:22	3:23	3:26	3:30	3:40	3:42	3:46	3:48	3:51	3:53	3:55	3:56	3:58	4:02
3:45	3:47	3:52	3:53	3:56	4:00	4:10	4:12	4:16	4:18	4:21	4:23	4:25	4:26	4:28	4:32
4:15	4:17	4:22	4:23	4:26	4:30	4:40	4:42	4:46	4:48	4:51	4:53	4:55	4:56	4:58	5:02
4:45	4:47	4:52	4:53	4:56	5:00	5:10	5:12	5:16	5:18	5:21	5:23	5:25	5:26	5:28	5:32
5:15	5:17	5:22	5:23	5:26	5:30	5:40	5:42	5:46	5:48	5:51	5:53	5:55	5:56	5:58	6:02
5:45	5:47	5:52	5:53	5:56	6:00	6:10	6:12	6:16	6:18	6:21	6:23	6:25	6:26	6:28	6:32
6:15	6:17	6:22	6:23	6:26	6:30	6:40	6:42	6:46	6:48	6:51	6:53	6:55	6:56	6:58	7:02
6:45	6:47	6:52	6:53	6:56	7:00	7:10	7:12	7:16	7:18	7:21	7:23	7:25	7:26	7:28	7:32
7:15	7:17	7:22	7:23	7:26	7:30	7:40	7:42	7:46	7:48	7:51	7:53	7:55	7:56	7:58	8:02
7:45	7:47	7:52	7:53	7:56	8:00	8:10	8:12	8:16	8:18	8:21	8:23	8:25	8:26	8:28	8:32
8:15	8:17	8:22	8:23	8:26	8:30	8:40	8:42	8:46	8:48	8:51	8:53	8:55	8:56	8:58	9:02
8:45	8:47	8:52	8:53	8:56	9:00	9:10	9:12	9:16	9:18	9:21	9:23	9:25	9:26	9:28	9:32
9:15	9:17	9:22	9:23	9:26	9:30	9:40	9:42	9:46	9:48	9:51	9:53	9:55	9:56	9:58	10:02
9:45	9:47	9:52	9:53	9:56	10:00	10:10	10:12	10:16	—	—	—	—	—	—	—



5

Marriott, M State,
Hornbacher's, Lakeland

Shaded areas do not run on Saturdays.

	Marriott	M State Shelter	Hornbacher's Azool Shelter	5th St S & 30th Shelter	Lakeland Shelter	30th Ave S & 18th St	M State Door N2	Marriott
	(T)A	(B)	(C)	(D)	(E)	(F)	(G)	(T)A
	—	—	—	—	6:16	6:18	6:21	6:25
	6:30	6:31	6:38	6:43	6:46	6:48	6:51	6:55
	7:00	7:01	7:08	7:13	7:16	7:18	7:21	7:25
	7:30	7:31	7:38	7:43	7:46	7:48	7:51	7:55
	8:00	8:01	8:08	8:13	8:16	8:18	8:21	8:25
	8:30	8:31	8:38	8:43	8:46	8:48	8:51	8:55
	9:00	9:01	9:08	9:13	9:16	9:18	9:21	9:25
	9:30	9:31	9:38	9:43	9:46	9:48	9:51	9:55
	10:00	10:01	10:08	10:13	10:16	10:18	10:21	10:25
	10:30	10:31	10:38	10:43	10:46	10:48	10:51	10:55
	11:00	11:01	11:08	11:13	11:16	11:18	11:21	11:25
	11:30	11:31	11:38	11:43	11:46	11:48	11:51	11:55
	12:00	12:01	12:08	12:13	12:16	12:18	12:21	12:25
	12:30	12:31	12:38	12:43	12:46	12:48	12:51	12:55
	1:00	1:01	1:08	1:13	1:16	1:18	1:21	1:25
	1:30	1:31	1:38	1:43	1:46	1:48	1:51	1:55
	2:00	2:01	2:08	2:13	2:16	2:18	2:21	2:25
	2:30	2:31	2:38	2:43	2:46	2:48	2:51	2:55
	3:00	3:01	3:08	3:13	3:16	3:18	3:21	3:25
	3:30	3:31	3:38	3:43	3:46	3:48	3:51	3:55
	4:00	4:01	4:08	4:13	4:16	4:18	4:21	4:25
	4:30	4:31	4:38	4:43	4:46	4:48	4:51	4:55
	5:00	5:01	5:08	5:13	5:16	5:18	5:21	5:25
	5:30	5:31	5:38	5:43	5:46	5:48	5:51	5:55
	6:00	6:01	6:08	6:13	6:16	6:18	6:21	6:25
	6:30	6:31	6:38	6:43	6:46	6:48	6:51	6:55
	7:00	7:01	7:08	7:13	7:16	7:18	7:21	7:25
	7:30	7:31	7:38	7:43	7:46	7:48	7:51	7:55
	8:00	8:01	8:08	8:13	8:16	8:18	8:21	8:25
	8:30	8:31	8:38	8:43	8:46	8:48	8:51	8:55
	9:00	9:01	9:08	9:13	9:16	9:18	9:21	9:25
	9:30	9:31	9:38	9:43	9:46	9:48	9:51	9:55
	10:00	10:01	10:08	10:13	10:16	—	—	—



6

Walmart, Community Center,
Houge Estates, City Hall, CVS Pharmacy

	Walmart	3rd Ave Apartments	Community Center	Dilworth Elementary	4th Ave NE & Woodbridge Dr	Houge Estates (departure)	Dilworth City Hall	CVS Pharmacy	Walmart
	T A	B	C	D	E	F	G	H	T A
Shaded areas do not run on Saturdays.	6:40	6:42	6:44	6:45	6:48	6:54	6:56	6:59	7:03
	7:40	7:42	7:44	7:45	7:48	7:54	7:56	7:59	8:03
	8:40	8:42	8:44	8:45	8:48	8:54	8:56	8:59	9:03
	9:40	9:42	9:44	9:45	9:48	9:54	9:56	9:59	10:03
	10:40	10:42	10:44	10:45	10:48	10:54	10:56	10:59	11:03
	11:40	11:42	11:44	11:45	11:48	11:54	11:56	11:59	12:03
	12:40	12:42	12:44	12:45	12:48	12:54	12:56	12:59	1:03
	1:40	1:42	1:44	1:45	1:48	1:54	1:56	1:59	2:03
	2:40	2:42	2:44	2:45	2:48	2:54	2:56	2:59	3:03
	3:40	3:42	3:44	3:45	3:48	3:54	3:56	3:59	4:03
	4:40	4:42	4:44	4:45	4:48	4:54	4:56	4:59	5:03
	5:40	5:42	5:44	5:45	5:48	5:54	5:56	5:59	6:03
	6:10	6:12	6:14	6:15	6:18	6:24	6:26	6:29	6:33
	6:40	6:42	6:44	6:45	6:48	6:54	6:56	6:59	7:03



**Walmart, Cash Wise, Horizon, Vista,
Sanford, Menard's, AXIS Clinicals**

	Walmart	Cash Wise (34th Street)	Horizon School Shelter	Vista Center	Sanford (departure)	Menard's	Casey's General Store	34th St N Shelter (AXIS)	Walmart
	(T) A	B	C	D	E	F	G	H	(T) A
Shaded areas only run on Saturdays.	7:10	7:11	7:17	7:20	7:24	7:28	7:30	7:33	7:35
	8:10	8:11	8:17	8:20	8:24	8:28	8:30	8:33	8:35
	9:10	9:11	9:17	9:20	9:24	9:28	9:30	9:33	9:35
	10:10	10:11	10:17	10:20	10:24	10:28	10:30	10:33	10:35
	11:10	11:11	11:17	11:20	11:24	11:28	11:30	11:33	11:35
	12:10	12:11	12:17	12:20	12:24	12:28	12:30	12:33	12:35
	1:10	1:11	1:17	1:20	1:24	1:28	1:30	1:33	1:35
	2:10	2:11	2:17	2:20	2:24	2:28	2:30	2:33	2:35
	3:10	3:11	3:17	3:20	3:24	3:28	3:30	3:33	3:35
	4:10	4:11	4:17	4:20	4:24	4:28	4:30	4:33	4:35
	5:10	5:11	5:17	5:20	5:24	5:28	5:30	5:33	5:35
	6:10	6:11	6:17	6:20	6:24	6:28	6:30	6:33	6:35
Bus will serve the Vista Center door Monday-Thursday, 8:30 a.m.to 12:30 p.m.									
To request door accessibility service outside these hours, call 701.232.7500.									

Fare Changes



Public Hearing Notice - Proposed Fare Structure

11/04/2021

0:00 / 11:25

**NOTICE OF PUBLIC HEARING
CITIES OF FARGO AND MOORHEAD
PROPOSED CHANGES IN PASSENGER FARE STRUCTURE
MATBUS FIXED ROUTES & MAT PARATRANSIT**

The Cities of Fargo and Moorhead are offering new payment options, including mobile ticketing and smartcards with Pay As You Go and Fare Capping. The new options require restructuring of fares charged on public transit, including MATBUS Fixed Routes and MAT Paratransit. If approved, the changes would become effective when the software update is complete, estimated to be occur in January or February 2022. A two-week advance notice through Rider Alert emails, social media and posters will be provided prior to implementation. The changes are generally described below. More detailed information is available in the video above. To view a PDF of the the current and proposed fare structure that highlights the changes, click the link below.

[Current and Proposed Fare Structure Table](#)

MATBUS - Fixed Routes

Base fare:

The base fare is to remain at the current rate of \$1.50 for adults and \$0.75 for elderly (age 60 and older), youth (K-12th grade) and persons with disabilities (including Medicare card holders). For cash payment, a paper transfer ticket will be issued by the driver on request at the time of payment. Transfers will be valid for 90 minutes rather than the current 60 minutes.

Multi-Day Passes:

Passes will no longer be sold for 14-day, 30-day and 90-day periods. The 1-day pass will continue to be sold on-board the bus for \$5 cash.

Ride Passes:

10-ride passes will no longer be sold. 1-ride paper tickets in packets of 20 will continue to be sold, but only to approved agencies and may be discontinued in the future.

Introducing "Connect":

MATBUS will introduce "Connect", a new account-based system. Passengers set up an account and load funds in advance onto either their smartcard or mobile phone app. With the Connect program, the passenger uses "Pay as You Go," where the cost for one ride is deducted each time you ride. Pay as You Go removes the barrier of high upfront costs for multi-day passes. With Connect, passengers who ride frequently will earn free rides when their spending reaches a certain threshold -- this is called "fare capping." Passengers will never pay more than \$3 a day. After spending \$3 in one day, all future rides for the day are free. Adult passengers will never pay more than \$42 in 31 days with fare capping. Discount passenger (elderly and persons with disabilities) will be capped at \$27 in 31 days. Youth rides will be capped at \$27 in a 90-day period. Paper transfer tickets will not be needed with Connect. The ride payment is valid for 90-minutes to make transfers between routes easier. A minimum amount of \$5 is required to be loaded on your account. The initial smartcard is free, but the replacement card fee will be \$5.

Downtown and Sanford Passes:

These two passes are currently part of a promotion to encourage transit use in the downtown area. The pass would be renamed "Business Pass" and be available for purchase by employers for their employees at the rate of \$27 for 31-days. This is a change from the current fare of \$22.50 for 30-days.

Semester Pass:

This pass is currently offered as a promotional fare to faculty and staff at U-Pass participating colleges, and to students of colleges not participating in the U-Pass program. Currently, the pass is valid for specific dates based on semester class schedules. The fare price would change from \$45 to \$60 and be valid for a period of 120 consecutive calendar days from initial use.

Free Rides:

There will be no change to free rides currently offered to children (age birth to preschool) with an adult, a Personal Care Attendant to a person with disabilities, and veterans with disabilities.

MAT Paratransit

Base fare:

The base fare is to remain at the current rate of \$3 for persons with disabilities certified as ADA Paratransit Eligible. Exact change is no longer required; a paper "change card" will be issued for use on future rides. Coupon books will continue to be sold in advance for those passengers without access to computers or credit cards, but may be discontinued in the future for other fare options.

Introducing Paratransit Connect:

The new Paratransit Connect system will be available for loading funds onto a Smartcard or the mobile phone app. A minimum amount of \$5 is required to be loaded on your account. Under "Pay as You Go", \$3 will be deducted from your account each time you ride. Pay as You Go removes the barrier of high upfront costs. Fare capping does not apply to MAT Paratransit. The initial smartcard is free, but the replacement card fee will be \$5.

Sunday Fare:

For passengers certified as ADA Paratransit eligible, the Sunday fare will remain at \$3. A new rate is being established for the general public who wish to ride on MAT Paratransit on Sundays at the rate of \$25 per ride.

Informational Meeting

An informational meeting open to the general public will be held on Thursday, November 18, 2021, 4:00 p.m. to 5:30 p.m. at the Ground Transportation Center, 502 N.P. Avenue, Fargo, ND, to review and discuss the proposed changes. Written and oral comments will be received at that meeting and considered by staff prior to the final recommendation to the Fargo City Commission and Moorhead City Council.

Public Hearing Dates:

Notice is hereby given that public hearings will be held for the purpose of considering changes in the passenger fare structure for all public transit services as follows:

Fargo City Commission
Monday, November 29, 2021
5:15 p.m.

Fargo City Hall
225 4th Street North
Fargo, ND 58102

Moorhead City Council
Monday, November 22, 2021
5:45 p.m.
Hjemkomst Center
202 1st Avenue North
Moorhead, MN 56560

At the hearings, interested persons will be afforded an opportunity to be heard with respect to the proposed increase in fares. In addition, written comments may be submitted in advance of the public hearing to:

Julie Bommelman
Fargo Transit Director
650 23rd Street North
Fargo, ND 58102
[\(701\)476-6737](tel:(701)476-6737)
For TDD Relay Service call 7-1-1
[Julie Bommelman email](#)

Lori Van Beek
Moorhead Transit Manager
650 23rd Street North
Fargo, ND 58102

[\(701\)476-6686](tel:(701)476-6686)
For TDD Relay Service Call 7-1-1
[Lori Van Beek email](#)

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in meetings will be provided. To arrange assistance, call the Fargo City Commission at [\(701\) 241-1310](tel:(701)241-1310) (voice) or [\(701\) 241-8258](tel:(701)241-8258) (TDD) or Moorhead City Clerk’s Office at [\(218\) 299-5304](tel:(218)299-5304) (voice) or 7-1-1 (TDD/TTY) no later than noon the day of the meeting.

Calendar

[View Full Calendar >](#)

Nov

11

[Veterans Day Holiday](#)

Nov

24

[NDSU Holiday Break - Thanksgiving](#)

Nov

25

[Thanksgiving Day Holiday](#)

Nov

26

[Quarter Days](#)

Nov

27

[Quarter Days](#)

COMMENT SHEET
PROPOSED FARE STRUCTURE CHANGES
Public hearings on the proposed changes will be held at:
Moorhead City Council on Monday, November 22, 2021 at 5:45 p.m. and
Fargo City Commission on Monday, November 29, 2021 at 5:15 p.m.

Name: _____ **Phone:** _____ **Route #:** _____

Date: _____ **Email:** _____

Comments: _____

Return to GTC Dispatcher or Mail to: Transit Administration, 650 23rd Street N, Fargo, ND 58102, Email: transit@matbus.com.

COMMENT SHEET

PROPOSED FARE STRUCTURE CHANGES

Public hearings on the proposed changes will be held at:
Moorhead City Council on Monday, November 22, 2021 at 5:45 p.m. and
Fargo City Commission on Monday, November 29, 2021 at 5:15 p.m.

Name: Robert Stitz Phone: 293-7790 Route #: _____

Date: 11-27-21 Email: _____

Comments: Please keep the 30 days
pass. Because fast cheap
way go on the bus.

In fact mat harsher to older
people.

+the dollar worst way to
pay.

Return to GTC Dispatcher or Mail to: Transit Administration, 650 23rd Street N, Fargo, ND
58102, Email: transit@matbus.com.

COMMENT SHEET

PROPOSED FARE STRUCTURE CHANGES

Public hearings on the proposed changes will be held at:
Moorhead City Council on Monday, November 22, 2021 at 5:45 p.m. and
Fargo City Commission on Monday, November 29, 2021 at 5:15 p.m.

Name: Dan Sorensen Phone: 701-781-2039 Route #: _____

Date: 11/15/2021 Email: dasorensen56@gmail.com

Comments: I agree with the \$1 raise on the Elderly Fare Rate. I think
it is a fair price

Return to GTC Dispatcher or Mail to: Transit Administration, 650 23rd Street N, Fargo, ND
58102, Email: transit@matbus.com.

COMMENT SHEET

PROPOSED FARE STRUCTURE CHANGES

Public hearings on the proposed changes will be held at:
Moorhead City Council on Monday, November 22, 2021 at 5:45 p.m. and
Fargo City Commission on Monday, November 29, 2021 at 5:15 p.m.

Name: Shirley Niesius Phone: 701-373-1372 Route #: 11 and 15

Date: 11-19-2021 Email: None

Comments: I'm on Medicare and do I
show the charges every time based
the fees paid for my bus.
Don't mind paying cash for bus ride.

Return to GTC Dispatcher or Mail to: Transit Administration, 650 23rd Street N, Fargo, ND
58102, Email: transit@matbus.com.

**PUBLIC COMMENTS RECEIVED
FARE STRUCTURE CHANGES
NOVEMBER 2021**

Comments received through email and at GTC:

1. Richard Swelll, RSewell@gmail.com

Question/Comment: Can the Matbus Connect APP be used to pay fares, and if yes, what are the phone requirements for using the APP to pay the fare? For example, does the MATBUS Connect APP use the NFC feature of a mobile phone when paying the fare? For example, does the MATBUS Connect APP require Internet access when paying the fare?

Answer: The mobile app can be used to pay fares; you need an iOS or Android device. The app generates a barcode that can be electronically validated with a barcode reader on-board the bus. You need internet access (through carrier or WiFi) when purchasing passes, but you can activate them while offline.

2. Theresa Hazemann, Rural MN CEP, theresah@rmcep.com

Question/Comment: With the changes that are coming up with MATBUS and passes, how will we be able to continue to get our clients an actual bus pass. Many won't have a phone to download a bus pass to. They will need the "hard" bus pass.

Answer: We will still have Smartcards for those who don't have a Smartphone. They will have to get a new Smartcard. They will need to set up an account to load the Smartcard. Our Customer Care Center downtown at the GTC can also set up the account and load the card on their behalf. We have a video on our web page that explains it. Our software company will be onsite in two weeks and we will be discussing setting up organizations that want to manage their client's passes themselves. This might be an option for Rural MN CEP. Lori Van Beek would like to set up a meeting at the Family Service Center with various agencies to further discuss options; probably in early January.

3. Doris Sorensen, dasorensen56@gmail.com

I agree with the \$1 raise on the elderly fare rate. I think it is a fair price.

4. Michael Florio, mikeflorio70@yahoo.com

Question/Comment: I am writing to express a concern regarding the proposed MATBUS fare structure, in particular the elimination of the 30-day passes. I have been a regular rider of MATBUS for nearly seven years, utilizing the 30-day passes for my daily commute to work.

I purchase the passes each month through a benefits program that my employer offers. The employer pays \$35.00 per month toward the cost, and I pay the remainder through a paycheck deduction. The passes are mailed to my home address. As I understand the proposed change to the "Connect" account-based system, it appears there will be no mechanism for me to take advantage of this employee benefit, significantly increasing my transportation cost.

As the benefit program currently works, I have two options: 1) Purchase the 30-day pass 2) Have the \$35.00 subsidy loaded onto a prepaid Mastercard benefits card each month, which then can be used to purchase bus fare.

The Mastercard option at first sounds like it would work with the proposed Connect system, using the benefits card to load funds onto the MATBUS smartcard. However, I attempted to use the Mastercard option when I began the benefits program in 2015 and discovered that it did not work at MATBUS. The reason is that the MATBUS merchant code was not compatible with the Mastercard benefits card because MATBUS offers paratransit service in addition to regular bus service, and the benefit does not cover paratransit. So after my failed attempt, I switched to the 30-day pass option, which has worked well for more than six years.

I want to be clear that I am not objecting to a fare increase, as I understand that may be necessary for MATBUS to maintain its services. However, I hope you will consider keeping the 30-day passes, even at a higher cost, to prevent the loss of an important benefit.

Answer: We responded to this individual with some follow up questions to better understand the situation. Our software company will be onsite in two weeks, and we will be discussing setting up organizations that want to manage their client's passes themselves. This might be an option for this employer to offer passes to their employees.

5. Robert Stitz

Please keep the 30-day pass because it is the fast and cheap way to go on the bus. May cause hardship for older people. The dollar is the worst way to pay.

6. Shaie N.

I'm on Medicare. Do I show the drivers my Medicare card every time I board the bus for my fare? Don't mind paying cash for buses I ride.

Answer: You should have your Medicare card or the MATBUS Rider ID ready when you pay your fare to show the driver you're eligible for the discounted price of \$0.75.

Comments from Informational Meeting at GTC on November 18, 2021:

7. Question/Comment: Could the WiFi at the GTC become public so passengers without a data plan can load funds on their accounts at the GTC? Could WiFi on the buses become public?

Answer: This is possible through Fargo IS, but would require a password be provided and updated regularly.

8. Question/Comment: Can passengers use both the mobile ticket on their phone and the Smartcard?

Answer: Yes, one account can be tied to both payment methods.

9. Question/Comment: Can we link directly to our bank account rather than use a credit or debit card?

Answer: Not at this time.

10. Question/Comment: I'm concerned about fraud and future price increases with people and organizations sharing cards.

11. Question/Comment: Will we have to download a new mobile app or will this be automatic? Will the same features be on the new app (such as TapRide, live tracking)?

Answer: Yes, you will need to download a new mobile app called MATBUS Connect. It will not automatically replace the previous app. It will have the same features, such as TapRide and live tracking.

12. Question/Comment: I like that the fare capping is set for 31 days rather than 30.

Comments from the Information Meeting that are unrelated to the Fare Structure:

13. Question/Comment: With recent changes to Route 15 due to a driver shortage, there are longer layovers at the GTC to connect with other routes. Passenger was concerned about loitering and security at the GTC. He would prefer two buses over three so that the buses arrive at :15 and :45 after the hour, reducing layover time. In the evening, when Route 15 goes to two buses, he would like the departure time from the GTC to be changed to :15 and :45 to match up with other routes. Usually during Christmas, MATBUS puts more buses on Route 15 on Saturdays; will this be happening this year?

Answer: We have security at the GTC to assist with any issues. We'll pass on the information about the timetable for Route 15, especially during evening hours, to the Fargo Planner for consideration. Route 15 will not have additional buses on Saturdays for Christmas due to a driver shortage.

14. Question/Comment: On Route 18 along 25th Street near 17th Avenue, there are a number of apartments. It would nice if we could have a bus stop on the west side of 25th Street so that passengers do not have to walk three blocks either way to catch a bus.

Answer: There are no paths leading from the apartment buildings to 25th Street along that stretch. The private property owner would have to be willing to put in a sidewalk that reaches to the walking path in order for a bus stop to be useful.

15. Question/Comment: Next year, can MATBUS serve the West Fargo Fairgrounds?

Answer: The fairgrounds are outside of city limits and not in our metro service area.

16. Question/Comment: I would like to see all bus routes end service at the same time in the evenings.

17. Question/Comment: Most of the MATBUS drivers are remarkable in their customer service and passenger assistance. Route 13U and Route 11 are brilliant routes. I'd like to learn how TapRide works.

Answer: The passenger was shown the TapRide app and how to book a trip from West Acres to the Industrial Park area in Fargo.

18. Question/Comment: Route 4 arrives at the GTC on time, making the transfer to Route 2 work. However, Route 2 is often late and makes transferring to Route 4 not work.

Answer: We have implemented the Green Light Priority project in Moorhead, which gives low preemption priority to buses at traffic signals, increasing green and decreasing red by 10 seconds to assist in keeping buses timely. We are hoping this will help Route 2 with on-time performance.

Public Hearing at Moorhead City Council:

19. City Council Comments:

- a. White: I really like the added convenience and financial benefit for frequent riders. Glad to see that there is progress on Sunday service with an option for the general public to use Paratransit. It is a step forward, but I would like to see a more affordable option in the future. Asked about outreach to Moorhead Business Association or job fares so that folks looking for jobs know they have access to transportation.
- b. Seljevoll: The printed paper public hearing notice did not identify who is eligible for the elderly discount fare like the video did. People should be able to read about the discount.
- c. Dahlquist: Really appreciate the improvement and making it easier for those who don't drive.

20. Public Comments:

- a. Mark Stensland, 446 Brook Avenue in Moorhead: I've read the notice. Seems like they want to do away with \$40 monthly pass. I don't have a computer and don't want people to know my information. I will have to pay \$1.50 to take the bus and another \$1.50 to come back home. It should be left as is. In Fargo, at the bus terminal, the floors are all scratched up, and no toilet paper in both the men's or women's restroom. I asked them to install a 4-roll toilet paper holder and to pay maintenance people to change them. Maintenance people do not want to do that; it is as if they don't care. Trash cans are full all of the time. I asked custodian to change the ? (exterior garbage liners) and she said it is not her job as she only maintains on the inside. Bus stops should have a solar light. I see people taking their foot and smashing windows; maybe in Fargo they should post on all bus stops that vandalizing is against the rules. Could have a bench and chart board with the schedule. Maybe they should do away with glass and use plexi-glass; that way if they kick the window, they will break their ankle. Would be nice if things could change a little bit.

Follow-up Response: The Customer Care Center can set up your account for you. You can still pay cash at the counter and they will load funds onto your Smartcard. All of the GTC issues mentioned have already been resolved. We have installed four-roll toilet paper holders in the restrooms. The exterior garbage receptacles are being emptied daily by the custodian. Our new shelters have solar lighting and future purchases will include lighting. We have plexi-glass in some shelters, but we cannot get tinted plexi-glass to match.

SUMMARY OF PUBLIC COMMENTS RELATED TO FARE STRUCTURE:

Thirteen (13) questions or comments were received: 6 from either emails or hand written comment cards, 6 from the informational meeting held at the GTC on November 18th, and 1 from the Moorhead Public Hearing on November 22nd.

There was one comments against the fare structure received at the Moorhead public hearing.

A brief summary of responses:

- The mobile requires iOS or Android device. Wifi or internet access is required to set up an account and load funds. When ready to ride, you can activate the ticket while offline.
- People without access to Smartphones can get a plastic Smartcard. The CCC can assist in setting up an account and loading funds.
- GTC does not currently have public WiFi; however, Fargo IS could implement this. Public Wifi at the GTC would require a password updated regularly.
- A passenger can utilize both the mobile ticket on their phone and have a the Smartcard. One account can be tied to both payment methods.
- At this time, passengers cannot directly link to their bank account.
- There was concern about fraudulent sharing of cards, which would require price increases in the future.
- Our current APP will be replaced with MATBUS Connect. This change will not be automatic and will require deleting the old APP and downloading the new. The new APP will have the same features, such as a link to TapRide, live tracking and trip planning.
- We received a compliment that the fare capping time-period will be 31 days, rather than the current 30-day.
- A passenger wanted to keep the current card system. He did not want to give out any personal information in order to set up an account. Account information is kept confidential.
- A passenger agreed with the \$27 fare cap rate for the elderly.
- A passenger did not want to get rid of the 30-day pass as they feel the pass is the fast and cheap way to ride the bus.
- You can continue to pay cash and receive the discount price of \$0.75 cash by showing the driver your Medicare card or the MATBUS Rider ID, which certifies you as eligible for the discount.



MATBUS

650 23rd Street North
Fargo, ND 58102-4100
Phone: 701.241.8140
Fax: 701.241.8558
Online: matbus.com

go green  ride with us!

December 9, 2021

Mark Stensland
446 Brook Avenue South
Moorhead, MN 56560

Dear Mark,

Per your request, I'm writing in reply to your comments provided for the Proposed Fare Structure Changes.

Question #1: Fare Structure: I pay \$40 a month for 30-day pass. This fare structure wants to eliminate that, so I have to pay \$1.50 per ride every time I want to use the bus. This isn't right. Also, I have to buy online, which I don't own a computer. And also violates my privacy.

Answer #1: At the Customer Care Center at the GTC, the MATBUS Team can set up an account for you. You would provide the payment to the Dispatcher and they would load your funds onto your account for you. You do not need to have a computer. You will need a new Smartcard for the new system when this is implemented. You can still earn unlimited rides once you reach the threshold of \$42 in 31 days. Please note that if you are age 60 or older and provide us with proof of age, you would be eligible for the elderly discount rate of \$27 in 31 days.

Question #2: Also, bathrooms are out of TP. Instead of 2 roll dispenser, if we can get a 4 roll dispenser.

Answer #2: All of the bathrooms at the GTC now have dispensers with 4 rolls. Two roll dispensers were added to assist with this ongoing issue.

Question #3: Trash cans outside the GTC are always full. Custodians should change can liners outside and to all trash receptacles by bus shelters.

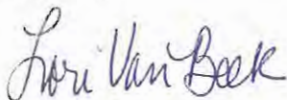
Answer #3: Trash cans outside the GTC were full with heavy garbage due to construction debris. This issue has been resolved and they are emptied daily.

Question 4: Also, floor at the GTC building and bathrooms are terrible peeling paint and scratches. Needs to be repainted. And have 4 layers of sealer.

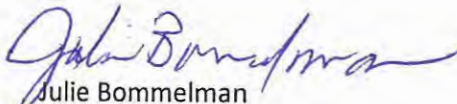
Answer #4: The floors at the GTC were redone during the recent construction project. They were cleaned and polished and are regularly maintained.

Thank you for contacting us.

Sincerely,



Lori Van Beek
Moorhead Transit Manager



Julie Bommelman
Fargo Transit Director

For Schedule Information: 701.232.7500

MATBUS Connect

Proposed New Fare Structure



MATBUS Connect Program

MATBUS Connect App

- Mobile app
- Available on Google Play and the Apple Store
- Load money to your account and pay with your phone
- Will include MATBUS system information, route planning, live bus tracker

MATBUS Connect Card

- Smartcard
- Available at the GTC or with a purchase in the Connect online account portal
- Load money at the GTC and through the portal
- With the portal – register your card, manage your account, request replacement cards

Pay as You Go – Best Fare

- Eliminating the purchase of passes (other than 1-day pass on board the bus)
- Introducing Pay as You Go
 - Earn free rides after reaching Best Fare pricing thresholds
 - Never pay more than \$3.00 a day
 - Never pay more than \$42.00 a month for adult fare or \$27.00 for discount fare
 - Eliminates accidental overpayment or under utilization of pass

MATBUS Connect - Proposed Fare Structure

Customer Type	90-minute ticket	*Earn free rides after spending...	
		1-Day Pass	31-Day Pass
Adult	\$1.50	\$3.00	\$42.00
Elderly or Disabled	\$0.75	\$3.00	\$27.00
Youth	\$0.75	\$3.00	\$27.00 (90-Day)

*Earn free rides only with Connect, not cash fares

Changes in Fixed Route Fare Structure

- **Cash Fare**

- No change: \$1.50 adult and \$0.75 elderly, disabled & youth

- **Transfers**

- No change if paying cash (request paper ticket)
- Not needed with Connect (ride ticket valid for 90 minutes); beyond 90 minute the fare must be paid again

- **1-Day Pass**

- No change: buy on board the bus for \$5.00 (purchased by occasional or visiting riders)
- With Connect, earn free rides after spending \$3.00 in one day (save \$2 daily)

- **31-Day Pass**

- Last pass price increase was 12 years ago
- Can no longer be purchased
- Time period changed from 30 to 31 days
 - Earned with Connect
 - Earn free rides after spending \$42.00 (Adult) or \$27.00 (Discount)
- Price change of \$2.00 for adults and \$1.00 for discount.
 - Receive an additional day
 - This price change may help pay for the credit card fees paid for online management.

Changes in Fixed Route Fare Structure

- **90-Day Youth Pass**

- Increase cost from \$26.00 to \$27.00

- **Semester Pass**

- Change from specific semester time periods to a 120-day pass
- Continue availability for college faculty, staff and students not included in U-Pass program
- Increase cost from \$45 to \$60 (previously considered a promotional fare)

- **Business Pass**

- Previously Downtown Pass and Sanford Pass
- Sold to employers in bulk (minimum 10)
- Proposing increase from promotional fare \$22.50 to \$27
- Set up business as an organization to conveniently manage online

Benefits of MATBUS Connect

- No transfers needed, as ride tickets are valid for 90 minutes
- No longer need to have exact change or carry a paper change card (which expires)
- No upfront investment for 31-day pass / don't pay for days you don't ride
- Pay as You Go with earned savings
 - Pay no more than \$3.00 in one day, and all additional rides are free
 - Work commuter pays no more than \$15.00 a week (based on 5-day work week)
 - Pay no more than \$42 for 31 days (\$60 value for work commuter)
- Funds don't expire
- Reload funds remotely (mobile app or customer portal)
- Reload smartcard at the GTC Customer Care Center (if using cash)

Changes in Paratransit Fare Structure

- **Cash Fare**

- No change: \$3.00
- No longer need exact change - issues paper change cards

- **Paratransit Connect Smartcards**

- New reloadable smartcards
- Load online or at Customer Care Center and Pay as You Go

- **Coupon Books**

- Continue selling coupon vouchers in books of 20
- **New Sunday General Public Fare of \$25.00**
 - Available for non-Paratransit riders on the current Paratransit vehicles
 - Must be scheduled at least one day in advance
 - Required by MnDOT as a complementary service

Next Steps

- **Recommend approval to Fargo City Commission and Moorhead City Council**
- **Set public hearing and notify public**
- **Approve fare structure to complete testing**
- **Go live with pilot program**
- **Market and educate**
- **Close grants and complete by December 31**



CITY COUNCIL MEETING AGENDA

November 22, 2021 - 5:30 PM

Hjemkomst Center

The Moorhead City Council welcomes and encourages public input on issues listed on the agenda or of general community interest, time and Council permitting. Speakers are limited to 3-minute presentations. Advertised public hearings are scheduled so that the public is afforded an opportunity to speak. Public hearings are generally scheduled 15 to 30 minutes after the start of the meeting; however the starting time may vary depending on other scheduled agenda items. Citizens wishing to address the Mayor and Council regarding a specific agenda item, other than public hearings, will be afforded an opportunity during the discussion of that item. Citizens wishing to speak on matters not listed on the agenda will be afforded the opportunity to do so under the heading "Citizens Addressing the Council," usually scheduled at the beginning and end of the agenda. Each person requesting the opportunity to speak is asked to fill out a "Request to Speak Form."

City Council Meeting

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Agenda Amendments
4. Consent Agenda

All items listed with an asterisk (*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in accordance with the "Council Rules of Procedure". In such event, the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

5. Approve Minutes
- A. November 8, 2021 Meeting Minutes
6. Citizens Addressing the Council (Time Reserved: 15 Minutes)

During "Citizens Addressing the Council", the Mayor will invite residents to share issues or concerns that are not scheduled for a future public hearing. Items that are on tonight's agenda may not be addressed during Community Comment. Individuals must limit their comments to three minutes. The Mayor may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Mayor or Council to respond to their comments tonight.

7. *Mayor and Council Appointments

Public Hearings (5:45 p.m.)

During "Public Hearings", the Mayor will ask for public testimony after staff and/or applicants make their presentations. The following guidelines are in place to ensure an efficient, fair, and respectful hearing; limit your testimony to three minutes and to the matter under consideration; the Mayor may modify times, as deemed necessary; avoid repeating remarks or points of view made by previous speakers. The use of signs, clapping, cheering or booing or any other form of verbal or nonverbal communication is not allowed.

8. Public Hearing Regarding Changes to the Fare Structure for MATBUS Fixed Routes and MAT Paratransit _____
 - A. Resolution to Approve a Change in Passenger Fares on MATBUS Fixed Routes and MAT Paratransit _____
9. Public Hearing Relating to Proposals to Adopt the Redevelopment Plan for the Days Inn Redevelopment Project Area and to Establish the Tax Increment Financing Plan for Tax Increment Financing (Redevelopment) District No. 30 (Days Inn Redevelopment Project) _____
10. Public Hearing on the Proposal of Moorhead City Charter Amendments by the Charter Commission _____
 - A. Second Reading _____
 - B. Title & Summary _____

Engineering Department

11. *Consider Actions Relating to Transportation Alternatives Grant Application -Downtown Underpass Multi-Use Trail and Sidewalk Improvements _____
 - A. *Resolution to Approve Sponsorship - Downtown Moorhead Underpass Multi-Use Trail and Sidewalk Improvements _____
 - B. *Resolution to Operate and Maintain - Downtown Moorhead Underpass Multi-Use Trail and Sidewalk Improvements _____

Community Development Department

12. *Consider Actions Relating to Ordinance 2021-17: An Ordinance Rezoning 600 30th Ave S from CC: Community Commercial to MU-3: Commercial Mixed Use _____
 - A. *Second Reading _____

B. *Title and Summary _____

13. *Resolution to Consider Public Art Proposal - Blank Spaces Art program _____

Administration

14. *Resolution to Approve Eide Bailly, LLP as Auditing Firm for City of Moorhead _____

15. *Resolution to Approve Annual Agreement with Moorhead Community Access Media (MCAM) _____

Other

16. Mayor and Council Reports _____

17. City Manager Report _____

18. Executive Session (If needed) _____

19. New Business _____

20. Citizens Addressing the Council (continued, if necessary) _____

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Visit our website at www.cityofmoorhead.com



Mayor and Council Communication

November 22, 2021

Page 1 of 4

SUBJECT: Resolution to Approve a Change in Passenger Fares on MATBUS Fixed Routes and MAT Paratransit

RECOMMENDATION: The Mayor and City Council are asked to consider the following, as recommended by the MAT Coordinating Board:

- Modify the fare structure for MATBUS Fixed Route and MAT Paratransit for implementation of Connect, an account-based system with mobile ticketing, reloadable Smartcards and Pay As You Go with fare capping.
- Convert the promotional College Semester Pass to permanent status with a price adjustment from \$45 to \$60 for 120-days. College students will still ride free, but the Semester Pass can be purchased by college faculty, staff and students not participating in the U-Pass program.
- Convert promotional passes used to encourage ridership downtown to permanent status and rename to “Business Pass” for purchase by employers; increase the price from \$22.50 for 30-days to \$27 for 31-days.
- Establish a new general public fare on MAT Paratransit for Sunday service of \$25.

BACKGROUND/KEY POINTS: Moorhead and Fargo have been operating an electronic fare collection system for the MATBUS system since 2009. In December 2019, the City Council authorized the purchase of an upgrade to the electronic fare system. New fareboxes were installed in the fixed route fleet and the old fareboxes were upgraded and installed in the MAT Paratransit and TapRide fleet in 2020. Transit staff have been working since then to set up and test features available in the new system. Final testing is scheduled for December and the system is scheduled to go live in January or February 2022.

A summary of the proposed changes in fare structure is provided on the attached table. In addition, an online [video](#) explains the changes. While the system is changing to accommodate the new farebox system, it will not necessarily increase costs for passengers, and may offer savings and greater convenience for many. Cash fares will not change, but multi-day passes will no longer be sold. Passengers will load their card with fare money through Connect and may earn free rides by reaching a spending threshold over a period of time.

Customer Type	90-minute ticket	*Earn free rides after spending....	
		1-Day Pass	31-Day Pass
Adult	\$1.50	\$3	\$42
Elderly & Disabled	\$0.75	\$3	\$27
Youth	\$0.75	\$3	\$27
			(90-day)
*Earn free rides only with Connect, not cash fares.			

Unrelated fare change: In July 2017, Moorhead expanded MAT Paratransit service for ADA Paratransit-Eligible passengers to include Sundays from 7 a.m. to 5 p.m. The State of

Minnesota has indicated that the general public should also be able access paratransit service since fixed route service is not available on Sundays. The recommended rate of \$25 per one-way ride was established based on the average Sunday trip length of 11 miles. The cost for alternative transportation range from \$18-\$30. The actual cost per ride for MAT Paratransit is currently \$34.

Under Moorhead's Fare and Service Change Policy approved on September 10, 2018, all fare changes are considered a major service change requiring a public hearing; the only exceptions are short-term fare-free and reduced fare promotions. An informational public meeting will be held on Thursday, November 18, 2021, at the Ground Transportation Center to answer questions and receive comments. All advance comments will be presented to the City Council during the public hearing. Since the fare structure is joint with the City of Fargo, both cities must hold public hearings and agree to the changes. Fargo's public hearing will be November 29, 2021.

FINANCIAL CONSIDERATIONS: There will be ongoing operating fees for the mobile ticketing option when implemented. GFI Genfare is paid 5% for credit card processing plus \$0.05 per transaction through mobile ticketing. GFI Genfare has indicated that approximately 10-15% of riders choose mobile ticketing nationwide. Riders who are currently purchasing passes with credit cards at the Ground Transportation Center (GTC) will likely transition to mobile ticketing. Moorhead currently pays fees to Fargo for one-third of the credit transactions at the GTC.

VOTING REQUIREMENTS: Three-Fourths of Council (6)

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Department: Administration

Prepared by: Lori Van Beek, Transit Manager

Attachments: Table of Proposed Changes, Public Hearing Notice

PROPOSED FARE STRUCTURE CHANGES		
	Current	Proposed
MATBUS Fixed Route (includes TapRide Industrial Park)		
Cash Fares		
Adult	\$ 1.50	Same
Elderly & Disabled	\$ 0.75	Same
Youth (K-12th grade)	\$ 0.75	Same
Child (age birth to 6)	Free	Same
Disabled Veterans	Free	Same
Prepaid Tickets (10 or more)		
Adult	\$ 1.50	Remove
Elderly & Disabled	\$ 0.75	Remove
Youth (K-12th grade)	\$ 0.75	Remove
30-Day Pass		
Adult	\$ 40.00	Remove
Elderly & Disabled	\$ 26.00	Remove
Other Passes		
14-Day Pass - All Customers	\$ 21.00	Remove
4-Day Pass (Conventions Only)	\$ 10.00	Remove
1-Day Pass - All Customers (Cash on-board bus only)	\$ 5.00	\$ 5.00
90-Day Pass-Youth (K-12th grade)	\$ 26.00	Remove
120-Day College Semester Pass (Excludes students in U-Pass Program)	\$ 45.00	\$60.00
31-Day Business Pass (Must be employer purchased)	\$ 22.50	\$27.00
MATBUS CONNECT: Mobile Ticket & Smart Card		
Pay as You Go - Adult (Load funds and manage online by customer)		
1 Ride (Valid for 90 minutes)		\$1.50
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$42		\$42.00
Pay as You Go - Elderly, Disabled & Youth		
1 Ride (Valid for 90 minutes)		\$0.75
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$27		\$27.00
90 Days (Youth Only) Best Fare - Free Rides After Spend \$27		\$27.00
Transfers Between MATBUS Routes		
	Free - valid 60 minutes	Free - Valid 90 minutes
MAT Paratransit		
PARATRANSIT CONNECT: Mobile Ticket or Smart Card		
Pay as You Go - ADA Eligible (Load funds and manage online by customer)		
1 Ride		\$3.00
Cash	\$ 3.00	Same
Prepaid Coupons (10 or more)	\$ 3.00	Same
Personal Care Attendant (1 per disabled person)	Free	Same
Agency Rate for Non-Emergency Medical Trip Eligible for Medicaid	\$ 38.00	Same
Sunday Only General Public Fare (Passenger Not ADA Paratransit Eligible)		\$25.00

NOTICE OF PUBLIC HEARING CITIES OF FARGO AND MOORHEAD

PROPOSED CHANGES IN PASSENGER FARE STRUCTURE MATBUS FIXED ROUTES & MAT PARATRANSIT

The Cities of Fargo and Moorhead are offering new payment options, including mobile ticketing and Smartcards with Pay As You Go and Fare Capping. The new options require restructuring of fares charged on public transit, including MATBUS Fixed Routes and MAT Paratransit. If approved, the changes would become effective when the software update is complete, estimated to be sometime in January 2022. A two-week advance notice through Rider Alert emails, social media and posters will be provided prior to implementation. The changes are generally described below. More detailed information and video is available on the www.matbus.com website.

MATBUS - Fixed Routes

Base fare: The base fare is to remain at the current rate of \$1.50 for adults and \$0.75 for elderly (age 60 and older), youth (K-12th grade) and persons with disabilities (including Medicare card holders). For cash payment, a paper transfer ticket will be issued by the driver on request at the time of payment. Transfers will be valid for 90 minutes rather than the current 60 minutes.

Period Passes: Passes will no longer be sold for 14-day, 30-day and 90-day periods. The 1-day pass will continue to be sold on-board the bus for \$5 cash.

Ride Passes: 10-ride passes will no longer be sold. 1-ride paper tickets in packets of 20 will continue to be sold but only to approved agencies and may be discontinued in the future.

Introducing "Connect": MATBUS will introduce "Connect", a new account-based system. Passengers set up an account and load funds in advance onto either their Smartcard or mobile phone app. With the Connect Program, the passenger uses "Pay as You Go," where the cost for one ride is deducted each time you ride. Pay as You Go removes the barrier of high upfront costs for period passes. With Connect, passengers who ride frequently will earn free rides when their spending reaches a certain threshold, this is called "fare capping." Passengers will never pay more than \$3 a day. After spending \$3 in one day, all future rides for the day are free. Adult passengers will never pay more than \$42 in 31 days with fare capping. Discount passenger (elderly and persons with disabilities) will be capped at \$27 in 31 days. Youth rides will be capped at \$27 in a 90-day period. Paper transfer tickets will not be needed with Connect. The ride payment is valid for 90-minutes to make transfers between routes easier. A minimum amount of \$5 is required to be loaded on your account. The initial Smartcard is free, but the replacement card fee will be \$5.

Downtown and Sanford Passes: These two passes are currently part of a promotion to encourage transit use in the downtown area. The pass would be renamed "Business Pass" and be available for purchase by employers for their employees at the rate of \$27 for 31-days. This is a change from the current fare of \$22.50 for 30-days.

Semester Pass: This pass is currently offered as a promotional fare to faculty and staff at U-Pass participating colleges, and to students of colleges not participating in the U-Pass program. Currently, the pass is valid for specific dates based on semester class sched-

ules. The fare price would change from \$45 to \$60 and be valid for a period of 120 consecutive calendar days from initial use.

Free Rides: There will be no change to free rides currently offered to children (age birth to preschool) with an adult, a Personal Care Attendant to a person with disabilities, and veterans with disabilities.

MAT Paratransit

Base fare: The base fare is to remain at the current rate of \$3 for persons with disabilities certified as ADA Paratransit Eligible. Exact change is no longer required; a paper "change card" will be issued for use on future rides. Coupon books will continue to be sold in advance for those passengers without access to computers or credit cards, but may be discontinued in the future for other fare options.

Introducing Paratransit Connect: The new Paratransit Connect system will be available for loading funds onto a Smartcard or the mobile phone app. A minimum amount of \$5 is required to be loaded on your account. Under "Pay as you Go", \$3 will be deducted from your account each time you ride. Pay as You Go removes the barrier of high upfront costs. Fare capping does not apply to MAT Paratransit. The initial Smartcard is free, but the replacement card fee will be \$5.

Sunday Fare: For passengers certified as ADA Paratransit eligible, the Sunday fare will remain at \$3. A new rate is being established for the general public who wish to ride on MAT Paratransit on Sundays at the rate of \$25 per ride.

Informational Meeting: An informational meeting open to the general public will be held on Thursday, November 18, 2021, 4:00 p.m. to 5:30 p.m. at the Ground Transportation Center, 502 N.P. Avenue, Fargo, ND, to review and discuss the proposed changes. Written and oral comments will be received at that meeting and considered by staff prior to the final recommendation to the Fargo City Commission and Moorhead City Council.

Public Hearing Dates: Notice is hereby given that public hearings will be held for the purpose of considering changes in the passenger fare structure for all public transit services as follows:

Fargo City Commission
Monday, November 29, 2021
5:15 p.m.
Fargo City Hall
225 4th Street North
Fargo, ND 58102

Moorhead City Council
Monday, November 22, 2021
5:45 p.m.
Hjemkomst Center
202 1st Avenue North
Moorhead, MN 56560

At the hearings, interested persons will be afforded an opportunity to be heard with respect to the proposed increase in fares. In addition, written comments may be submitted in advance of the public hearing to:

Julie Bornmeltman
Fargo Transit Director
650 23rd Street North
Fargo, ND 58102
(701) 476-6737
For TDD Relay Service call 7-1-1
JBornmeltman@matbus.com

Lori Van Beek
Moorhead Transit Manager
650 23rd Street North
Fargo, ND 58102
(701) 476-6686
For TDD Relay Service Call 7-1-1
LVanbeek@matbus.com

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City Commission at 701-241-1310 (voice) or 701-241-8258 (TDD) or Moorhead City Clerk's Office at 218-299-5304 (voice) or 7-1-1 (TDD/TTY) no later than noon the day of the meeting.

F1104-5



Request for Council Action

AGENDA SECTION: Public Hearings		ORIGINATING DEPARTMENT: Mass Transit	MEETING DATE: November 22, 2021
ITEM NO. 8.A.	ITEM DESCRIPTION: Resolution to Approve a Change in Passenger Fares on MATBUS Fixed Routes and MAT Paratransit		PREPARED BY: Van Beek

DRAFT RESOLUTION

WHEREAS, a change in the passenger fare structure on MATBUS Fixed Routes and MAT Paratransit is needed to implement the new Connect account-based system, including features of mobile ticketing, Pay as You Go and fare capping; and

WHEREAS, a public hearing was held to receive public input regarding the proposed changes in passenger fares;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, upon recommendation of the MAT Coordinating Board, that they do hereby approve the following passenger fares to become effective in January or February 2022, subsequent to a two-week notice to passengers, contingent upon corresponding approval by the City Commission of the City of Fargo:

PROPOSED FARE STRUCTURE CHANGES		
	Current	Proposed
MATBUS Fixed Route (includes TapRide Industrial Park)		
Cash Fares		
Adult	\$ 1.50	Same
Elderly & Disabled	\$ 0.75	Same
Youth (K-12th grade)	\$ 0.75	Same
Child (age birth to 6)	Free	Same
Disabled Veterans	Free	Same
Prepaid Tickets (10 or more)		
Adult	\$ 1.50	Remove
Elderly & Disabled	\$ 0.75	Remove
Youth (K-12th grade)	\$ 0.75	Remove
30-Day Pass		
Adult	\$ 40.00	Remove
Elderly & Disabled	\$ 26.00	Remove
Other Passes		
14-Day Pass - All Customers	\$ 21.00	Remove
4-Day Pass (Conventions Only)	\$ 10.00	Remove
1-Day Pass - All Customers (Cash on-board bus only)	\$ 5.00	\$ 5.00
90-Day Pass-Youth (K-12th grade)	\$ 26.00	Remove
120-Day College Semester Pass (Excludes students in U-Pass Program)	\$ 45.00	\$60.00
31-Day Business Pass (Must be employer purchased)	\$ 22.50	\$27.00
MATBUS CONNECT: Mobile Ticket & Smart Card		
Pay as You Go - Adult (Load funds and manage online by customer)		
1 Ride (Valid for 90 minutes)		\$1.50
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$42		\$42.00
Pay as You Go - Elderly, Disabled & Youth		
1 Ride (Valid for 90 minutes)		\$0.75
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$27		\$27.00
90 Days (Youth Only) Best Fare - Free Rides After Spend \$27		\$27.00
Transfers Between MATBUS Routes		
	Free - valid 60 minutes	Free - Valid 90 minutes
MAT Paratransit		
PARATRANSIT CONNECT: Mobile Ticket or Smart Card		
Pay as You Go - ADA Eligible (Load funds and manage online by customer)		
1 Ride		\$3.00
Cash	\$ 3.00	Same
Prepaid Coupons (10 or more)	\$ 3.00	Same
Personal Care Attendant (1 per disabled person)	Free	Same
Agency Rate for Non-Emergency Medical Trip Eligible for Medicaid	\$ 38.00	Same
Sunday Only General Public Fare (Passenger Not ADA Paratransit Eligible)		\$25.00

PASSED: November 22, 2021 by the City Council of the City of Moorhead.



Mayor and Council Communication

<meeting_date>

Page 1 of 4

SUBJECT: <item_caption>

RECOMMENDATION: The Mayor and City Council are asked to consider the following, as recommended by the MAT Coordinating Board:

- Modify the fare structure for MATBUS Fixed Route and MAT Paratransit for implementation of Connect, an account-based system with mobile ticketing, reloadable Smartcards and Pay As You Go with fare capping.
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BACKGROUND / KEY POINTS: Moorhead and Fargo have been operating an electronic fare collection system for the MATBUS system since 2009. In December 2019, the City Council authorized the purchase of an upgrade to the electronic fare system. New fareboxes were installed in the fixed route fleet and the old fareboxes were upgraded and installed in the MAT Paratransit and TapRide fleet in 2020. Transit staff have been working since then to set up and test features available in the new system. Final testing is scheduled for December and the system is scheduled to go live in January or February 2022.

A summary of the proposed changes in fare structure is provided on the attached table. In addition, an online [video](#) explains the changes. While the system is changing to accommodate the new farebox system, it will not necessarily increase costs for passengers, and may offer savings and greater convenience for many. Cash fares will not change, but multi-day passes will no longer be sold. Passengers will load their card with fare money through Connect and may earn free rides by reaching a spending threshold over a period of time.

Customer Type	90-minute ticket	*Earn free rides after spending....	
		1-Day Pass	31-Day Pass
Adult	\$1.50	\$3	\$42
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Youth	\$0.75	\$3	\$27
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Unrelated fare change: In July 2017, Moorhead expanded MAT Paratransit service for ADA Paratransit-Eligible passengers to include Sundays from 7 a.m. to 5 p.m. The State of Minnesota has indicated that the general public should also be able access paratransit service

since fixed route service is not available on Sundays. The recommended rate of \$25 per one-way ride was established based on the average Sunday trip length of 11 miles. The cost for alternative transportation range from \$18-\$30. The actual cost per ride for MAT Paratransit is currently \$34.

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FINANCIAL CONSIDERATIONS: There will be ongoing operating fees for the mobile ticketing option when implemented. GFI Genfare is paid 5% for credit card processing plus \$0.05 per transaction through mobile ticketing. GFI Genfare has indicated that approximately 10-15% of riders choose mobile ticketing nationwide. Riders who are currently purchasing passes with credit cards at the Ground Transportation Center (GTC) will likely transition to mobile ticketing. Moorhead currently pays fees to Fargo for one-third of the credit transactions at the GTC.

VOTING REQUIREMENTS: Three-Fourths of Council (6)

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Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Department: Administration

Prepared by: Lori Van Beek, Transit Manager

Attachments: Table of Proposed Changes, Public Hearing Notice

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31 Days Best Fare - Free Rides After Spend \$27		\$27.00
90 Days (Youth Only) Best Fare - Free Rides After Spend \$27		\$27.00
Transfers Between MATBUS Routes	Free - valid 60 minutes	Free - Valid 90 minutes
<u>MAT Paratransit</u>		
PARATRANSIT CONNECT: Mobile Ticket or Smart Card		
Pay as You Go - ADA Eligible (Load funds and manage online by customer)		
1 Ride		\$3.00
Cash	\$ 3.00	Same
Prepaid Coupons (10 or more)	\$ 3.00	Same
Personal Care Attendant (1 per disabled person)	Free	Same
Agency Rate for Non-Emergency Medical Trip Eligible for Medicaid	\$ 38.00	Same
Sunday Only General Public Fare (Passenger Not ADA Paratransit Eligible)		\$25.00

NOTICE OF PUBLIC HEARING CITIES OF FARGO AND MOORHEAD

PROPOSED CHANGES IN PASSENGER FARE STRUCTURE MATBUS FIXED ROUTES & MAT PARATRANSIT

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MATBUS - Fixed Routes

Base fare: The base fare is to remain at the current rate of \$1.50 for adults and \$0.75 for elderly (age 60 and older), youth (K-12th grade) and persons with disabilities (including Medicare card holders). For cash payment, a paper transfer ticket will be issued by the driver on request at the time of payment. Transfers will be valid for 90 minutes rather than the current 60 minutes.

Period Passes: Passes will no longer be sold for 14-day, 30-day and 90-day periods. The 1-day pass will continue to be sold on-board the bus for \$5 cash.

Ride Passes: 10-ride passes will no longer be sold. 1-ride paper tickets in packets of 20 will continue to be sold but only to approved agencies and may be discontinued in the future.

Introducing "Connect": MATBUS will introduce "Connect", a new account-based system. Passengers set up an account and load funds in advance onto either their Smartcard or mobile phone app. With the Connect Program, the passenger uses "Pay as You Go," where the cost for one ride is deducted each time you ride. Pay as You Go removes the barrier of high upfront costs for period passes. With Connect, passengers who ride frequently will earn free rides when their spending reaches a certain threshold, this is called "fare capping." Passengers will never pay more than \$3 a day. After spending \$3 in one day, all future rides for the day are free. Adult passengers will never pay more than \$42 in 31 days with fare capping. Discount passenger (elderly and persons with disabilities) will be capped at \$27 in 31 days. Youth rides will be capped at \$27 in a 90-day period. Paper transfer tickets will not be needed with Connect. The ride payment is valid for 90-minutes to make transfers between routes easier. A minimum amount of \$5 is required to be loaded on your account. The initial Smartcard is free, but the replacement card fee will be \$5.

Downtown and Sanford Passes: These two passes are currently part of a promotion to encourage transit use in the downtown area. The pass would be renamed "Business Pass" and be available for purchase by employers for their employees at the rate of \$27 for 31-days. This is a change from the current fare of \$22.50 for 30-days.

Semester Pass: This pass is currently offered as a promotional fare to faculty and staff at U-Pass participating colleges, and to students of colleges not participating in the U-Pass program. Currently, the pass is valid for specific dates based on semester class sched-

ules. The fare price would change from \$45 to \$60 and be valid for a period of 120 consecutive calendar days from initial use.

Free Rides: There will be no change to free rides currently offered to children (age birth to preschool) with an adult, a Personal Care Attendant to a person with disabilities, and veterans with disabilities.

MAT Paratransit

Base fare: The base fare is to remain at the current rate of \$3 for persons with disabilities certified as ADA Paratransit Eligible. Exact change is no longer required; a paper "change card" will be issued for use on future rides. Coupon books will continue to be sold in advance for those passengers without access to computers or credit cards, but may be discontinued in the future for other fare options.

Introducing Paratransit Connect: The new Paratransit Connect system will be available for loading funds onto a Smartcard or the mobile phone app. A minimum amount of \$5 is required to be loaded on your account. Under "Pay as you Go", \$3 will be deducted from your account each time you ride. Pay as You Go removes the barrier of high upfront costs. Fare capping does not apply to MAT Paratransit. The initial Smartcard is free, but the replacement card fee will be \$5.

Sunday Fare: For passengers certified as ADA Paratransit eligible, the Sunday fare will remain at \$3. A new rate is being established for the general public who wish to ride on MAT Paratransit on Sundays at the rate of \$25 per ride.

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5:45 p.m.
Hjemkomst Center
202 1st Avenue North
Moorhead, MN 56560

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For TDD Relay Service call 7-1-1
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F1104-S

RESOLUTION 2021-1122-A

Resolution to Approve a Change in Passenger Fares on MATBUS Fixed Routes and MAT Paratransit

WHEREAS, a change in the passenger fare structure on MATBUS Fixed Routes and MAT Paratransit is needed to implement the new Connect account-based system, including features of mobile ticketing, Pay as You Go and fare capping; and

WHEREAS, a public hearing was held to receive public input regarding the proposed changes in passenger fares;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, upon recommendation of the MAT Coordinating Board, that they do hereby approve the following passenger fares to become effective in January or February 2022, subsequent to a two-week notice to passengers, contingent upon corresponding approval by the City Commission of the City of Fargo:

PROPOSED FARE STRUCTURE CHANGES		
<u>MATBUS Fixed Route (includes TapRide Industrial Park)</u>	<u>Current</u>	<u>Proposed</u>
Cash Fares		
Adult	\$ 1.50	Same
Elderly & Disabled	\$ 0.75	Same
Youth (K-12th grade)	\$ 0.75	Same
Child (age birth to 6)	Free	Same
Disabled Veterans	Free	Same
Prepaid Tickets (10 or more)		
Adult	\$ 1.50	Remove
Elderly & Disabled	\$ 0.75	Remove
Youth (K-12th grade)	\$ 0.75	Remove
30-Day Pass		
Adult	\$ 40.00	Remove
Elderly & Disabled	\$ 26.00	Remove
Other Passes		
14-Day Pass - All Customers	\$ 21.00	Remove
4-Day Pass (Conventions Only)	\$ 10.00	Remove
1-Day Pass - All Customers (Cash on-board bus only)	\$ 5.00	\$ 5.00
90-Day Pass-Youth (K-12th grade)	\$ 26.00	Remove
120-Day College Semester Pass (Excludes students in U-Pass Program)	\$ 45.00	\$60.00
31-Day Business Pass (Must be employer purchased)	\$ 22.50	\$27.00
MATBUS CONNECT: Mobile Ticket & Smart Card		
Pay as You Go - Adult (Load funds and manage online by customer)		
1 Ride (Valid for 90 minutes)		\$1.50
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$42		\$42.00
Pay as You Go - Elderly, Disabled & Youth		
1 Ride (Valid for 90 minutes)		\$0.75
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$27		\$27.00
90 Days (Youth Only) Best Fare - Free Rides After Spend \$27		\$27.00
Transfers Between MATBUS Routes	Free - valid 60 minutes	Free - Valid 90 minutes
<u>MAT Paratransit</u>		
PARATRANSIT CONNECT: Mobile Ticket or Smart Card		
Pay as You Go - ADA Eligible (Load funds and manage online by customer)		
1 Ride		\$3.00
Cash	\$ 3.00	Same
Prepaid Coupons (10 or more)	\$ 3.00	Same
Personal Care Attendant (1 per disabled person)	Free	Same
Agency Rate for Non-Emergency Medical Trip Eligible for Medicaid	\$ 38.00	Same
Sunday Only General Public Fare (Passenger Not ADA Paratransit Eligible)		\$25.00

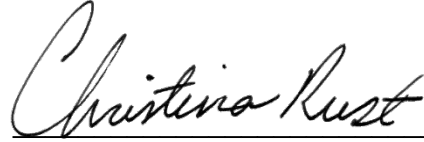
PASSED: November 22, 2021 by the City Council of the City of Moorhead.

APPROVED BY:

A handwritten signature in cursive script, appearing to read "Shelly Carlson", written over a horizontal line.

MICHELLE (SHELLY) A. CARLSON, Mayor

ATTEST:

A handwritten signature in cursive script, appearing to read "Christina Rust", written over a horizontal line.

CHRISTINA RUST, City Clerk

NOTICE OF PUBLIC HEARING - CITIES OF FARGO AND MOORHEAD PROPOSED CHANGES IN FARE STRUCTURE – MATBUS FIXED ROUTE

The Cities of Fargo and Moorhead are offering new payment options, **including mobile ticketing and Smartcards with Pay As You Go and Fare Capping**. The new options require restructuring of fares charged on public transit, including MATBUS Fixed Routes and MAT Paratransit. If approved, the changes would become effective when the software update is complete, estimated to be sometime in January 2022. A two-week advance notice through Rider Alert emails, social media and posters will be provided prior to implementation. **More detailed information and a video are available on the www.matbus.com website and information is on display at the Ground Transportation Center.**

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NOTICE OF PUBLIC HEARING - CITIES OF FARGO AND MOORHEAD PROPOSED CHANGES IN FARE STRUCTURE – MAT PARATRANSIT

The Cities of Fargo and Moorhead are offering new payment options, **including mobile ticketing and Smartcards with Pay As You.** The new options require restructuring of fares charged on public transit, including MATBUS Fixed Routes and MAT Paratransit. If approved, the changes would become effective when the software update is complete, estimated to be sometime in January 2022. A two-week advance notice through Rider Alert emails, social media and posters will be provided prior to implementation. **More detailed information and a video are available on the www.matbus.com website and information is on display at the Ground Transportation Center.**

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ATTENTION

All MATBUS Riders

Proposed new *fare structure* for MATBUS has been approved.

The effective date is yet to be determined but will possibly be the first part of February. MATBUS will give riders 2 weeks notice before the changes take place.

**NOTICE OF PUBLIC HEARING
CITIES OF FARGO AND
MOORHEAD**

**PROPOSED CHANGES IN
PASSENGER FARE STRUCTURE
MATBUS FIXED ROUTES & MAT
PARATRANSIT**

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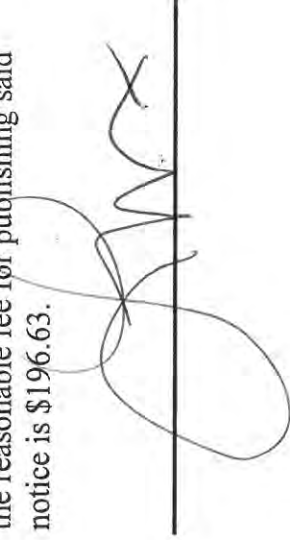
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FM Extra
810 4th Ave S Suite 120
PO Box 1026
Moorhead, MN 56561

State of Minnesota

Clay County

I, Lisa Miller, duly sworn on my oath,
do say that in the FM Extra, a newspaper
issued weekly, published at Moorhead,
in said County of Clay, the attached
notice was inserted and published in said
newspaper in the issue of 11/04/21 for
the reasonable fee for publishing said
notice is \$196.63.



State of Iowa
County of Lyon

Subscribed in my presence and sworn
before me 11/04/21. Given under my
hand and Notary Seal.



Notary Public



Client:

CITY OF FARGO AUDITOR

Account # 10003 Ad # 2909965

Phone: (701) 241-1333

Fax:

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FARGO, ND 58102

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End Date: 11/17/2021

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Balance: \$346.68

Page 1 of 3

**NOTICE OF PUBLIC HEARING
CITIES OF FARGO AND
MOORHEAD
PROPOSED CHANGES IN PAS-
SENGER FARE STRUCTURE
MATBUS FIXED ROUTES &
MAT PARATRANSIT**

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(Nov. 10 & 17, 2021) 2909965

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MOORHEAD**

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Ride Passes: 10-ride passes will no longer be sold. 1-ride paper tickets in packets of 20 will continue to be sold but only to approved agencies and may be discontinued in the future.

Introducing "Connect": MATBUS will introduce "Connect", a new account-based system. Passengers set up an account and load funds in advance onto either their Smartcard or mobile phone app. With the Connect Program, the passenger uses "Pay as You Go," where the cost for one ride is deducted each time you ride. Pay as You Go removes the barrier of high upfront costs for period passes. With Connect, passengers who ride frequently will earn free rides when their spending reaches a certain threshold, this is called "fare capping." Passengers will never pay more than \$3 a day. After spending \$3 in one day, all future rides for the day are free. Adult passengers will never pay more than \$42 in 31 days with fare capping. Discount passenger (elderly and persons with disabilities) will be capped at \$27 in 31 days. Youth rides will be capped at \$27 in a 90-day period. Paper transfer tickets will not be needed with Connect. The ride payment is valid for 90-minutes to make transfers between routes easier. A minimum amount of \$5 is required to be loaded on your account. The initial Smartcard is free, but the replacement card fee will be \$5.

Downtown and Sanford Passes: These two passes are currently part of a promotion to encourage transit use in the downtown area. The pass would be renamed "Business Pass" and be available for purchase by employers for their employees at the rate of \$27 for 31-days. This is a change from the current fare of \$22.50 for 30-days.

Semester Pass: This pass is currently offered as a promotional fare to faculty and staff at U-Pass participating colleges, and to students of colleges not participating in the U-Pass program. Currently, the pass is valid for specific dates based on semester class sched-

ules. The fare price would change from \$45 to \$60 and be valid for a period of 120 consecutive calendar days from initial use.

Free Rides: There will be no change to free rides currently offered to children (age birth to preschool) with an adult, a Personal Care Attendant to a person with disabilities, and veterans with disabilities.

MAT Paratransit

Base fare: The base fare is to remain at the current rate of \$3 for persons with disabilities certified as ADA Paratransit Eligible. Exact change is no longer required; a paper "change card" will be issued for use on future rides. Coupon books will continue to be sold in advance for those passengers without access to computers or credit cards, but may be discontinued in the future for other fare options.

Introducing Paratransit Connect: The new Paratransit Connect system will be available for loading funds onto a Smartcard or the mobile phone app. A minimum amount of \$5 is required to be loaded on your account. Under "Pay as you Go", \$3 will be deducted from your account each time you ride. Pay as You Go removes the barrier of high upfront costs. Fare capping does not apply to MAT Paratransit. The initial Smartcard is free, but the replacement card fee will be \$5.

Sunday Fare: For passengers certified as ADA Paratransit eligible, the Sunday fare will remain at \$3. A new rate is being established for the general public who wish to ride on MAT Paratransit on Sundays at the rate of \$25 per ride.

Informational Meeting: An informational meeting open to the general public will be held on Thursday, November 18, 2021, 4:00 p.m. to 5:30 p.m. at the Ground Transportation Center, 502 N.P. Avenue, Fargo, ND, to review and discuss the proposed changes. Written and oral comments will be received at that meeting and considered by staff prior to the final recommendation to the Fargo City Commission and Moorhead City Council.

Public Hearing Dates: Notice is hereby given that public hearings will be held for the purpose of considering changes in the passenger fare structure for all public transit services as follows:

Fargo City Commission
Monday, November 29, 2021
5:15 p.m.
Fargo City Hall
225 4th Street North
Fargo, ND 58102

Moorhead City Council
Monday, November 22, 2021
5:45 p.m.
Hjemkomst Center
202 1st Avenue North
Moorhead, MN 56560

At the hearings, interested persons will be afforded an opportunity to be heard with respect to the proposed increase in fares. In addition, written comments may be submitted in advance of the public hearing to:

Julie Bommelman
Fargo Transit Director
650 23rd Street North
Fargo, ND 58102
(701) 476-6737
For TDD Relay Service call 7-1-1
JBommelman@matbus.com

Lori Van Beek
Moorhead Transit Manager
650 23rd Street North
Fargo, ND 58102
(701) 476-6686
For TDD Relay Service Call 7-1-1
LVanbeek@matbus.com

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in meetings will be provided. To arrange assistance, call the Fargo

City Commission at 701-241-1310 (voice) or 701-241-8258 (TDD) or Moorhead City Clerk's Office at 218-299-5304 (voice) or 7-1-1 (TDD/TTY) no later than noon the day of the meeting.

F7104-5

PROPOSED FARE STRUCTURE CHANGES

	<u>Current</u>	<u>Proposed</u>
<u>MATBUS Fixed Route (includes TapRide Industrial Park)</u>		
Cash Fares		
Adult	\$ 1.50	Same
Elderly & Disabled	\$ 0.75	Same
Youth (K-12th grade)	\$ 0.75	Same
Child (age birth to 6)	Free	Same
Disabled Veterans	Free	Same
Prepaid Tokens/Tickets (10 or more)		
Adult	\$ 1.50	Remove
Elderly & Disabled	\$ 0.75	Remove
Youth (K-12th grade)	\$ 0.75	Remove
30-Day Pass		
Adult	\$ 40.00	Remove
Elderly & Disabled	\$ 26.00	Remove
Other Passes		
14-Day Pass - All Customers	\$ 21.00	Remove
4-Day Pass (Conventions Only)	\$ 10.00	Remove
1-Day Pass - All Customers (Cash on-board bus only)	\$ 5.00	\$ 5.00
90-Day Pass-Youth (K-12th grade)	\$ 26.00	Remove
120-Day College Semester Pass (Excludes students in U-Pass Program)	\$ 45.00	\$60.00
31-Day Business Pass (Must be employer purchased)	\$ 22.50	\$27.00
MATBUS CONNECT: Mobile Ticket & Smart Card		
Pay as You Go - Adult (Load funds and manage online by customer)		
1 Ride (Valid for 90 minutes)		\$1.50
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$42		\$42.00
Pay as You Go - Elderly, Disabled & Youth		
1 Ride (Valid for 90 minutes)		\$0.75
1 Day Best Fare - Free Rides After Spend \$3		\$3.00
31 Days Best Fare - Free Rides After Spend \$27		\$27.00
90 Days (Youth Only) Best Fare - Free Rides After Spend \$27		\$27.00
Transfers Between MATBUS Routes		
	Free - valid 60 minutes	Free - Valid 90 minutes
<u>MAT Paratransit</u>		
PARATRANSIT CONNECT: Mobile Ticket or Smart Card		
Pay as You Go - ADA Eligible (Load funds and manage online by customer)		
1 Ride		\$3.00
Cash	\$ 3.00	Same
Prepaid Coupons (10 or more)	\$ 3.00	Same
Personal Care Attendant (1 per disabled person)	Free	Same
Agency Rate for Non-Emergency Medical Trip Eligible for Medicaid	\$ 38.00	Same
Sunday Only General Public Fare (Passenger Not ADA Paratransit Eligible)		\$25.00
<u>Metro Senior Ride</u>		
Cash Fares		
Senior Citizens age 60 & older	\$ 3.00	Same
One Guest to Senior Citizen	\$ 3.00	Same
General public	\$ 23.00	Same
Preschool child (under age 7)	Free with adult	Same
Transfers to Metro Area Transit	Free	Same
Prepaid Punch Cards		
Senior Citizen (60+) 20 ride card	\$ 60.00	Same
Senior Citizen (60+) 10 ride card	\$ 30.00	Same

New Fare Structure to Begin May 4, 2022

***- part of the MATBUS Connect launch -
- includes Pay As You Go and Fare Capping features -***

**Base fare remains the same at
\$1.50 (adult) and \$0.75 (discount).**

**Monthly rates increase to
\$42.00 (adult) and \$27.00 (discount).**

**Monthly cycle increases
from 30 to 31 days.**



**For more information, call 701.232.7500
or visit the Customer Care Center at the GTC.**

Memorandum

To: Agency Representative
From: MATBUS
Date: April 19, 2022
RE: New MATBUS Fare Structure



Beginning May 4th we will be implementing a new fare structure on MATBUS. We partner with your agency to provide transportation to many of your clients by accepting vouchers and signing contracts for various revenue sources. We wanted to reach out to you because you may need to update contracts/vouchers with the new monthly rates. MAT Paratransit rates are not changing, but MATBUS Fixed Route rates are changing slightly to accommodate mobile ticketing and pay as you go fare capping.

With this system, the new monthly rate will be:
31 days will not cost more than **\$42** for an adult
31 days will not cost more than **\$27** for someone eligible for a discount fare

Rather than purchasing a pass upfront, the funds are loaded to an account, so riders pay for rides as they take them. There are daily and monthly payment limits, so you never overpay. The account balance is based on usage, so infrequent riders may have money left at the end of a 31-day period. In the future we will have the opportunity to set up organizations to manage their own clients or employees. If an organization has a credit card, they can set up their clients and put funds on a MATBUS Connect smartcard or on their smart phone without using vouchers or coming downtown to our Customer Care Center.

We are looking for organizations that would like to set up a few clients under a pilot program. Please contact Lori Van Beek in Moorhead (Ivanbeek@matbus.com) or Jordan Smith in Fargo (jmsmith@matbus.com) if you're interested in participating as an organization.

We have more information on our website. We highly recommend looking through this information to explain what mobile ticketing and pay as you go fare capping is. <https://matbus.com/riding-matbus/matbus-connect>

Attachment B

Public Notice

POST PERMANENTLY ON ALL BULLETIN BOARDS

PUBLIC NOTICE

**CITY OF FARGO AND CITY OF MOORHEAD
POLICY OF TITLE VI NONDISCRIMINATION ON THE BASIS OF
RACE, COLOR OR NATIONAL ORIGIN
ON FEDERAL TRANSIT ADMINISTRATION PROJECTS**

The City of Fargo and the City of Moorhead are recipients of Federal financial assistance from the U.S. Department of Transportation through the Federal Transit Administration (FTA) for transit operating, planning and/or capital projects and is therefore subject to Title VI Civil Rights Requirements.

The following is a summary of said Title VI requirements for non-discrimination on FTA projects receiving this federal assistance.

1. Any person who is, or seeks to be, a patron of any vehicle which is operated as a part of, or in conjunction with, a project shall be given the same access, seating, and other treatment with regard to the use of such vehicle as other persons without regard to their race, color or national origin.
2. No person who is or seeks to be an employee of the project sponsor or lessees, concessionaires, contractors, licensees, or any organization furnishing public transportation service as a part of, or in conjunction with, the project shall be treated less favorably than any other employee or applicant with regard to hiring, dismissal, advancement, wages, or any other conditions and benefits of employment, on the basis of race, color, or national origin.
3. No person or group of persons shall be discriminated against with regard to the routing, scheduling, or quality of transportation service furnished as a part of the project on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes may not be determined on the basis of race, color or national origin.
4. The location of projects requiring land acquisition and the displacement of person from their residences and businesses may not be determined on the basis of race, color, or national origin.

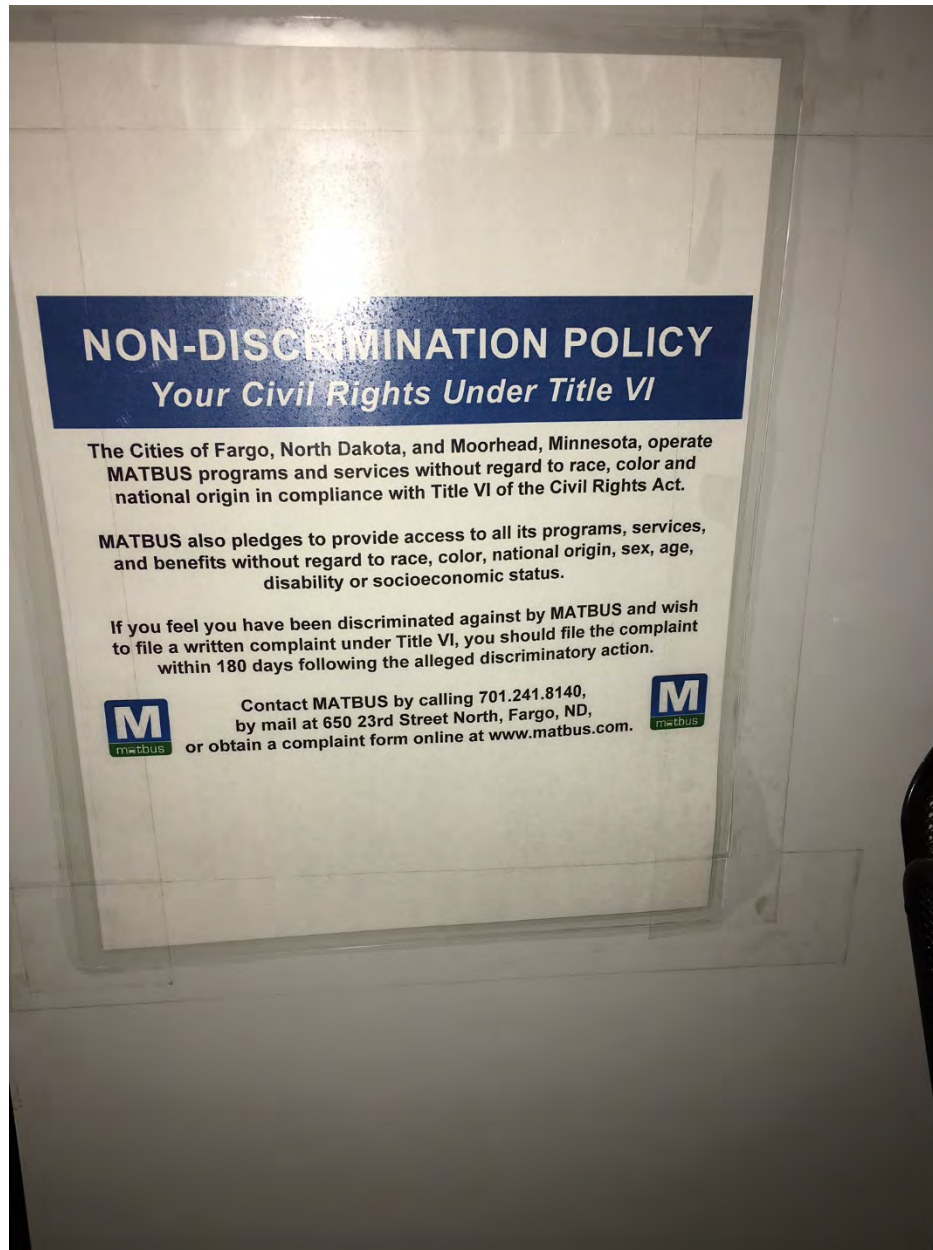
The City of Fargo and the City of Moorhead maintains records and other information and submit compliance reports and assessments regarding Title VI as directed by FTA. This information may be made available to the public upon request. Requests for information regarding City of Fargo and/or City of Moorhead may be requested from Shaun Crowell the MATBUS Mobility Manager, located at 650 23rd St N Fargo, ND 58102 or by phone at (701) 476-5967.

Discrimination complaints may be filed with the City of Fargo or the City of Moorhead for resolution by contacting the appropriate contact person at the telephone numbers and addresses shown above. If the complainant is dissatisfied with the resolution by the City of Fargo or the City of Moorhead, the same complaint may be submitted to FTA or the Secretary of Transportation within 180 calendar days after the date of the alleged discrimination. A person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

Title VI nondiscrimination posters and all Title VI public notices are posted in accessible and conspicuous locations for everyone to see and read.

Fixed Route bus





Passenger Shelter



Metro Senior Ride Service

Please call by 4:00 p.m. for return ride

Fee for 1-way ride - \$3.00

Fee for one-way ride to a VSS meal site—\$1.00
(exact dollar amount please)

Punch cards are available from our drivers

 **Valley Senior Services**
helping seniors maintain independence



STATEMENT OF NON-DISCRIMINATION

Under Title VI of the Civil Rights Act of 1964, and its related statutes and regulations, no person or groups of persons shall be, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs or activities funded in whole or in part with Federal funds.

Contact the Transportation Director - 701 356-1421, 2801 32nd Ave So, PO Box 2217, Fargo ND 58108; valleyseniorservices@valleyseniors.org to request additional information on our nondiscrimination obligations or to file a complaint. Persons with limited English proficiency may receive language assistance free of charge upon request.

NON-DISCRIMINATION POLICY

Your Civil Rights Under Title VI

The Cities of Fargo, North Dakota, and Moorhead, Minnesota, operate MATBUS programs and services without regard to race, color and national origin in compliance with Title VI of the Civil Rights Act.

MATBUS also pledges to provide access to all its programs, services, and benefits without regard to race, color, national origin, sex, age, disability or socioeconomic status.

If you feel you have been discriminated against by MATBUS and wish to file a written complaint under Title VI, you should file the complaint within 180 days following the alleged discriminatory action.



**Contact MATBUS by calling 701.241.8140,
by mail at 650 23rd Street North, Fargo, ND,
or obtain a complaint form online at www.matbus.com.**





Statement of Non-Discrimination

The Cities of Fargo, ND and Moorhead, MN operate MATBUS and provide access to all its programs, services and benefits in compliance with Title VI of the Civil Rights Act of 1964 without regard to race, color national origin, sex (23 U.S.C. 324), age (42 U.S.C. 6101), disability/handicap (29 U.S.C 794), or socioeconomic status (E.O. 12898).

For more information or to file a discrimination complaint, please contact MATBUS at 701.241.8140. This statement, as well as the MATBUS schedules and maps, is available in alternative format upon request. MATBUS will provide reasonable accommodations for people with disabilities when possible.

PUBLIC NOTICE CITY OF FARGO AND CITY OF MOORHEAD POLICY OF TITLE VI NONDISCRIMINATION ON THE BASIS OF RACE, COLOR OR NATIONAL ORIGIN ON FEDERAL TRANSIT ADMINISTRATION PROJECTS

The City of Fargo and the City of Moorhead are recipients of Federal financial assistance from the U.S. Department of Transportation through the Federal Transit Administration (FTA) for transit operating, planning and/or capital projects and is therefore subject to Title VI Civil Rights Requirements.

The following is a summary of said Title VI requirements for non-discrimination on FTA projects receiving this federal assistance.

1. Any person who is, or seeks to be, a patron of any vehicle which is operated as a part of, or in conjunction with, a project shall be given the same access, seating, and other treatment with regard to the use of such vehicle as other persons without regard to their race, color or national origin.
2. No person who is or seeks to be an employee of the project sponsor or lessees, concessionaires, contractors, licensees, or any organization furnishing public transportation service as a part of, or in conjunction with, the project shall be treated less favorably than any other employee or applicant with regard to hiring, dismissal,

advancement, wages, or any other conditions and benefits of employment, on the basis of race, color, or national origin.

3. No person or group of persons shall be discriminated against with regard to the routing, scheduling, or quality of transportation service furnished as a part of the project on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes may not be determined on the basis of race, color or national origin.

4. The location of projects requiring land acquisition and the displacement of person from their residences and businesses may not be determined on the basis of race, color, or national origin.

The City of Fargo and the City of Moorhead maintains records and other information and submit compliance reports and assessments regarding Title VI as directed by FTA. This information may be made available to the public upon request. Requests for information regarding City of Fargo and/or City of Moorhead may be requested from Shaun Crowell, MATBUS Mobility Manager, located at 650 23rd St N Fargo, ND 58102 or by phone at (701) 476-5967.

Title VI and ADA Discrimination complaints may be filed with the City of Fargo or the City of Moorhead for resolution by contacting Shaun Crowell, MATBUS Mobility Manager located at 650 23rd St. N. Fargo, ND 58102 or by phone at (701) 476-5967. If the complainant is dissatisfied with the resolution by the City of Fargo or the City of Moorhead, the same complaint may be submitted to FTA or the Secretary of Transportation within 180 calendar days after the date of the alleged discrimination. The Civil Rights Office for FTA is:

Federal Transit Administration
Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

Title VI nondiscrimination posters and all Title VI public notices are posted in accessible and conspicuous locations for everyone to see and read.

Title VI, ADA & Discrimination

Title VI, ADA & Discrimination

File	Size	Type
Fargo Discrimination Policy Statement	339.86 KB	PDF
Title VI ADA Discrimination Complaint Form	146.38 KB	PDF

Contact Information

*MATBUS Admin Office
650 23rd St N
Fargo, ND 58102*

[Get Directions >](#)

[701.241.8140](#)

Office Hours

Monday - Friday
7:45 am - 4:30 pm
Except for Legal Holidays

Contact Information

*First Transit - Driver Services Contractor
650 23rd St N
Fargo, ND 58102*

[Get Directions >](#)

[701.241.8171](#)

Office Hours

Monday - Friday
8:00 am - 5:00 pm

Attachment C

**Title VI ADA
Complaint Form
and log of
complaints
2021-2023**

TRANSIT TITLE VI, ADA OR DISCRIMINATION COMPLAINT FORM

Instructions: Please fill out this form completely, in black ink or type. If you need any accommodation or assistance in completing this form, please contact the MATBUS Mobility Manager at (701) 241-8140. Sign and return to: MATBUS, 650 23rd St. N., Fargo, ND 58102.

Statement of Non-Discrimination:

The Cities of Fargo, ND and Moorhead, MN operate MATBUS and provide access to all its programs, services and activities in compliance with Title VI of the Civil Rights Act of 1964 without regard to race, color national origin, the Americans with Disabilities Act of 1990 (ADA) (Disability), sex (23 U.S.C. 324), age (42 U.S.C. 6101), or income status (E.O. 12898).

Statement of confidentiality, privacy and protection:

No one may intimidate, threaten, coerce, or engage in other discriminatory conduct against a person because he or she has filed a complaint to secure rights protected by the nondiscrimination provisions of federal law. The identity of complainants must be kept confidential except to the extent necessary to carry out the investigation, hearing or judicial proceeding arising out of the complaint.

Section I – Agency, Department or Facility

Name of agency complaint is against: ☐ City of Fargo ☐ City of Moorhead ☐ First Transit

Section II – Type of Discrimination & Description

I believe the discrimination I experienced was based on (check all that apply):

Title VI of the Civil Rights Act of 1964	Other Non-Discrimination Statutes	
<input type="checkbox"/> Race	<input type="checkbox"/> Sex	<input type="checkbox"/> Disability
<input type="checkbox"/> Color	<input type="checkbox"/> Age	<input type="checkbox"/> Income Status
<input type="checkbox"/> National Origin		

Date of Alleged Discrimination (Month, Day, Year): _____

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form or attach a separate sheet of paper.

Section III – Complainant Information

Complainant Name: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Home Phone: _____ Work Phone: _____
Mobile Phone: _____ Email: _____
Preferred method of communication: ☐ Mail ☐ Email ☐ Phone

Section IV – Completed by

Are you filling this complaint out on your own behalf? ☐ Yes ☐ No

If Yes, go to **Section III**

If No, please supply the name and relationship of the person for whom you are complaining:

First and last name of person for whom you are filing: _____

Relationship of the person for whom you are filing: _____

Please explain why you have filed for a third party: _____

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party. ☐ Yes ☐ No

Section V - Previous

Have you previously filed a Title VI complaint with this agency? ☐ Yes ☐ No
Have you previously filed an ADA complaint with this agency? ☐ Yes ☐ No
Have you previously filed any other discrimination complaint with this agency? ☐ Yes ☐ No

Section VI – Other Agency Filing

Have you filed this complaint with any other Federal, State, or Local agency, or with any Federal or State court?

☐ Yes

☐ No

If yes, check all that apply:

☐ Federal Agency: _____ ☐ Federal Court: _____

☐ State Agency: _____ ☐ State Court: _____

☐ Local Agency: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Contact Name: _____ Contact Title: _____

Agency Name: _____ Phone: _____

Agency Address: _____

Agency City: _____ Agency State: _____ Agency Zip: _____

Section VII – Remedy Sought

State the specific remedy sought to resolve the issue[s]:

You may attach any written or other information that you think is relevant to your complaint.

Signature and date required below.

Signature:

Date:

I sincerely and truly declare and affirm that the facts contained herein are complete, accurate, and true to the best of my knowledge and belief. Further, I declare and affirm that my statement has been made by me voluntarily without persuasion, coercion, or promise of any kind.

HOW TO MAKE A TITLE VI, ADA OR DISCRIMINATION COMPLAINT

1. If you wish to make a complaint of discrimination regarding any transit programs, services, or activities on the grounds of race, color, national origin; or sex, age, disability or income status by (1) City of Fargo (MATBUS), (2) City of Moorhead (MATBUS), or (3) First Transit (driver contractor):

To obtain a copy of the complaint form:

- a. Call the MATBUS Mobility Manager, Shaun Crowell at (701) 241-8140 to request the form be mailed to you.
 - i. You may request the complaint form in an alternative format such as large print, audio file, alternate language or interpreter service.
 - ii. Upon request, a team member will assist you in filling out the complaint form. The form will require you to identify yourself and give specific details about your complaint.
 - b. Download the form at matbus.com/TitleVI
 - c. Obtain a copy of the form at the Ground Transportation Center (GTC), 502 NP Ave, Fargo ND, 58102.
2. Return the completed complaint form to:

MATBUS
Shaun Crowell
Title VI & ADA Coordinator /
Mobility Manager
650 23rd St. N.
Fargo, ND 58102

3. Complaints must be filed within 180 calendar days of the date of the alleged discrimination. The filing date of the complaint is the earlier of:
 - a. The postmark of the complaint, or
 - b. The date the complaint is received by any agency authorized to receive complaints.
 - c. Failure to return the complaint form within 180 days of complaint will result in the complaint being administratively closed.
4. We will notify you by your preferred method of communication we have received your completed complaint form and will begin our investigation process within 10 business days. Our investigation may take up to 90 days to be completed for Title VI complaints. Investigations may take up to 30 days for ADA complaints. We may contact you throughout the investigation if we need additional information or have follow up questions. Once the investigation is completed, we will notify you in writing of our determination.
 - a. If it is determined the investigation may take longer than 90 days for Title VI complaints, or 30 days for ADA complaints, you will be notified in writing.

Discrimination Complaint Procedure

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the City of Fargo MATBUS, City of Moorhead MATBUS, or First Transit may file a discrimination complaint by completing and submitting the agency's Transit Title VI, ADA or Discrimination Complaint Form. The City of Fargo MATBUS, City of Moorhead MATBUS, and First Transit investigates complaints received no more than 180 days after the alleged incident. The City of Fargo MATBUS, City of Moorhead MATBUS, or First Transit will process complaints that are complete.

Once the complaint is received, the City of Fargo MATBUS, City of Moorhead MATBUS, or First Transit will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office within 10 business days.

The City of Fargo MATBUS, City of Moorhead MATBUS, or First Transit has 90 days to investigate Title VI complaints or 30 days for ADA complaints. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 10 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, the Authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a discrimination violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur. If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter or the LOF to do so.

A person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

MATBUS
Title VI, ADA or
Discrimination Complaint

650 23rd St. N.
Fargo, ND 58102

Phone: (701) 241-8140 | Fax: (701) 241-8558

Any person who believes they have been subjected to discrimination as prohibited by Title VI, ADA, or other forms of discrimination may file a written complaint with any of the following other agencies authorized to receive and process complaints listed below. The complaint must be filed in writing no later than 180 days after the date of the alleged discrimination, unless the time for filing is extended by the Secretary, U.S. Department of Transportation.

Other Agencies Authorized to Receive and Process Complaints

North Dakota Department of Transportation

Civil Rights Division
608 E. Boulevard Ave.
Bismarck, ND 58507-0700
Phone: (701) 328-2576
Fax: (701) 328-0343
TTY: 711 or (800) 366-6888
E-mail: civilrights@nd.gov

City of Fargo

ADA Coordinator
Buildings and Grounds
200 3rd St N
Fargo, ND 58102
E-Mail: B&Gdept@cityoffargo.com
Phone: (701) 241-1480

City of Moorhead

Human Resources Director
500 Center Ave
Moorhead, MN 56560
E-Mail: humanresources@ci.moorhead.mn.us
Phone: (218) 299-5179

United States Department of Transportation (USDOT)

Office of Civil Rights
1200 New Jersey Avenue, SE
Washington, DC 20590
Phone: (202) 366-4649
Fax: (202) 366-5575
TTY: (202) 366-9696

USDOJ - Race, Color, National Origin Complaints

Federal Coordination and Compliance Section
NWB
Civil Rights Division
U.S. Department of Justice (USDOJ)
950 Pennsylvania Avenue, N.W.
Washington, DC 20530
Phone: (888) 848-5306 (English and Spanish)
(202) 307-2222 (voice)
(202) 307-2678 (TDD)
E-mail: None published

USDOJ - ADA Complaints

US Department of Justice (USDOJ)
950 Pennsylvania Avenue, NW
Civil Rights Division
Disability Rights Section 1425 NYAV
Washington, DC 20530
Fax: (202) 307-1197
E-mail: ADA.complaint@usdoj.gov
ADA Information Line: (800) 514-0301(voice) or
(800) 514-0383 (TTY)
Main Section Telephone Number:
(202) 307-0663 (voice and TTY)

Minnesota DOT

Title VI Coordinator
Office of Civil Rights
395 John Ireland Blvd.
St. Paul, MN 55155
Phone: (651) 366-3322
E-Mail: Jonica.Carr@state.mn.us

MATBUS LOG OF TITLE VI & DISCRIMINATION COMPLAINTS, LAWSUITS OR INVESTIGATIONS

	Date (Month, Day, Year)	State where complaint occurred - ND or MN	Type of Discrimination	Summary (include basis of complaint: race, color, or national origin for Title VI; sex, age, disability or socioeconomic status for other discrimination)	Status	Action(s) Taken
Investigation						
CY2014	None					
CY2015	None					
CY2016	None					
CY2017	None					
Lawsuits						
CY2014	None					
CY2015	None					
CY2016	None					
CY2017	None					
Complaints						
CY2014	None					
CY2015	None					
CY2016	12/8/2016	MN	Not indicated	Basis not indicated. Passenger used an invalid transfer and the driver provided him a courtesy ride.	Unsubstantiated	Reply provided by email on 12/12/16 by Lori Van Beek
CY2016	10/10/2016	ND	ADA	Based on disability. Was asked to move from seat in section reserved for elderly and disabled to allow more room for passenger with a walker who had boarded - complainant was offered another seat in section reserved for elderly and disabled - ride was provided and passenger was seated in priority seating.	Unsubstantiated	Reply provided by email on 8/3/17 by Matt Dooley (we could not locate documentation a previous reply had been provided).
CY2016	6/9/2016	MN	ADA	Based on "Title 9" per complainant (assumed disability due to medical issue). Complainant states that another passenger harrassed him during an asthma attack, asking him to controll his cough or get off the bus. He felt the driver did not intervene on his behalf. Driver indicated he could not make out what was being said between the passengers; one of the passengers walked up and asked for his badge number. First Transit General Manager indicated that none of the conversation could be understood over the security camera system.	Unsubstantiated	Investigation completed by Mathew Peterson. Reply was not documented.
CY2017	3/6/2017	ND	ADA	Based on disability. Requested driver move person with a stroller from reserved seating. Driver indicated that other seats were available in reserved seating area. Passenger insisted and driver asked passenger to move, which they then did. Ride was provided and passenger sat in reserved seating.	Unsubstantiated	Attempted to return the phone call, but number didn't work. Reply provided by email on 3/13/17 by Matthew Peterson.
CY2018	None					
CY2019	1/11/2019	MN	ADA	Driver would not make two strollers move for complainant. Was offered other priority seating and refused.	Unsubstantiated	NDDOT determined MATBUS was not in violation of ADA or Title VI. Trained current and new staff on the complaint process and provided documentation to NDDOT
CY2019	3/30/2019	ND	Title VI or ADA	Standing on corner at bus stop, bus stopped in front of two other passengers instead of complainant.	Unsubstantiated	NDDOT determined MATBUS was not in violation of ADA or Title VI. Trained current and new staff on the complaint process and provided documentation to NDDOT
CY2020	None					
CY2021	None					
CY2022	None					
CY2023	None					

Attachment D

MATBUS Title VI Public Participation Plan

MATBUS Title VI Public Participation Plan

Title VI Coordinator

Shaun Crowell – Mobility Manager

Reviewed/Updated 10-12-20

Reviewed/Updated 12-10-21

Reviewed/Updated 9-7-22

Reviewed/Updated 1-23-24

Reviewed/Updated 3-4-24

MATBUS

650 23rd St. N.

Fargo, ND 58102

Ph: 701-476-5967

Introduction

The purpose of this document is to establish public participation policies and procedures for information and public comment solicitation for development and review of programs and projects carried out by MATBUS.

Public Participation Law

The Federal regulations bearing on this Public Participation Plan are as follows:

Federal Transit Administration

Federal Transit Administration Program-of-Projects Requirements and Section 5307 Grant Program 49 U.S.C. Section 5307(c)(1) through (c)(7) is the enabling legislation empowering Federal grant programs for public transit throughout the United States. The legislation also instructs the Federal Transit Administration (FTA) to implement public participation requirements as a condition of Federal funding. FTA grant applicants must integrate compliance with public participation requirements into Section 5307 grant program applications. The grant applicant must explicitly state that public notice of public involvement activities and time established for public review and comment on the TIP will satisfy the program-of-projects requirements of the Urbanized Area Formula Program. A project that requires an environmental assessment or an environmental impact statement will involve additional public involvement, as presented in joint FHWA/FTA environmental regulations, “Environmental Impact and Related Procedures,” 23 C.F.R. Part 771.

Americans with Disabilities Act (ADA)

The American with Disabilities Act (ADA) of 1990 encourages the involvement of people with disabilities in the development and improvement of transportation and paratransit plans and services. In accordance with ADA guidelines, all meetings conducted by MATBUS will take place in locations that are accessible to persons with mobility limitations. Also, auxiliary aids and services are provided when necessary to ensure effective communications, unless an undue burden or fundamental alteration would result, to allow a person with a disability to participate. “Auxiliary aids” may include such services or devices as qualified interpreters, assistive listening headsets, television captioning and decoders, telecommunication devices for deaf persons (TDD’s), videotext

displays, readers taped text, brail materials, and larger print materials. MATBUS meeting notices specify that special accommodations will be provided upon request.

Title VI

Title VI of the Civil Rights Act of 1964 prohibits discrimination by recipients of Federal financial assistance on the basis of race, color, and national origin, including matters related to language access for Limited English Proficient (LEP) persons. The objectives of Title VI of the Civil Rights Act of 1964 are:

1. To ensure FTA-assisted benefits and related services are equitably distributed without regard to race, color or national origin.
2. To ensure that both the level and quality of transit services provide equal access and mobility for any person without regard to race, color or national origin.
3. To ensure that access to the planning and decision-making process is open and without regard to race, color or national origin.
4. To ensure that decisions on the location of transit facilities and services are made without regard to race, color or national origin.

To comply with these objectives, MATBUS has adopted the suggested methodology and framework set forth in the Title VI reporting guidelines (FTA Circular 4702.1, Chapter IV). By using this methodology, MATBUS monitors and compares the performance of its service delivery in line with the stated objectives of its Title VI program.

Limited English Proficiency (LEP)

Title VI directs each Federal agency to develop and implement a system by which limited English proficiency persons can meaningfully access the services it funds. Federal agencies published guidance for their respective grant recipients in order to assist them with their obligations to LEP persons under Title VI. As a result, the FTA published guidance and implemented regulations requiring that grant recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for LEP individuals. MATBUS is required to ensure meaningful access to benefits, services and information for LEP persons.

MATBUS's Public Participation Program Elements

Citizens Input

MATBUS will solicit public input on an ongoing basis thru the MATBUS website, social media, attending events and other tools. This approach will provide opportunities for proactive, early, and continuing public participation for MATBUS projects, programs and decision-making. This strategy will allow staff wide latitude to adapt to take advantage of changing communications technologies and to interact with individuals, group, businesses and strategic partners to ensure citizen access and participation. Mailings and other outreach efforts may be made to solicit input

from a variety of organizations serving minorities, low- and moderate-income persons, as well as persons with disabilities and limited English proficient populations. More structured meetings may be held on specific proposals and projects when desirable to expand support and encourage broad based public participation in the development and review of programs and projects. MATBUS will promote opportunities for the inclusion of minority, low- and moderate-income and limited English populations in this forum. Public input may be drawn from, but not necessarily limited to, entities such as:

1. Transit users
2. The general public
3. Non-profit organizations that provide services to the homeless, LEP populations
4. School Districts
5. Neighborhood Organizations
6. Municipal Partners

Monitoring and Evaluation

MATBUS will continuously monitor, evaluate and improve its public participation process. Regular review will be accomplished by tracking website usage and activity including the number of individuals on MATBUS's contact list that receive Rider Alerts, meeting notices and other related materials. Furthermore, the public will be encouraged to provide comments and suggestions through various channels and open dialogue will be maintained with advisory groups throughout the community on transportation and planning issues. A record of public comments and those of institutional representatives will be kept, as well as responses to such comments, where pertinent.

The desired outcomes include greater awareness and public participation of MATBUS programs and services.

The Solicitation of Public Comment

It is MATBUS's policy to disseminate information and to solicit and respond to public comment regarding transportation projects in a manner which is reasonable and practical. Specific elements of this policy are as follows:

Public Comment Process on Fare/Service Changes

Fargo

The City of Fargo must solicit and consider public comment before implementation of all changes in fares or major changes in service.

Procedure for fare/route changes

The City of Fargo must solicit and consider public comment before implementation of all changes in fares or major changes in service.

Public hearings will be held for all fare and major route changes. Public hearing dates are set and hearing notices appear in the Fargo newspaper approximately two weeks prior to the actual hearing. Hearings are held during the City Commission's regularly scheduled meetings in the Fargo City Hall. Hearings are open to the public; anyone wishing to speak at the hearing is afforded the opportunity. If someone is unable to attend the hearing, written comments are accepted prior to the hearing.

The Transit Director and/or Assistant Transit Director will summarize all comments received prior to the public hearing. The summary and an analysis will be provided to the City Commission during the scheduled public hearing for consideration.

Definition of Temporary Service Changes

Temporary service changes are those that are in effect for a limited time period due to road construction, special events, etc., and are not intended to be permanent.

The Transit Director or Assistant Transit Director shall make temporary service changes administratively. If a temporary service change is to become permanent, the Transit Director or Assistant Transit Director will evaluate the change to determine if it is minor or major based on the following.

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 City Commission.

Definition of Minor Service Changes

Route or service changes are considered minor if they are less than 25% of the route's mileage and/or annual revenue hours.

Moorhead

In order to provide appropriate levels of service, the City of Moorhead's public transit system (MATBUS) may bring forth proposed changes in routes and fare structure. Before enacting any changes in fares or service, MATBUS will evaluate the changes to determine if they are temporary, minor, or major. If the change is found to be major, MATBUS will follow a procedure to solicit public comment and City Council approval. These evaluation definitions and procedures are outlined in the following document.

Definitions

Temporary Service Change

Temporary service changes are those that are in effect for a limited time period, due to road construction, special events, etc., and are not intended to be permanent.

The Transit Manager shall make temporary service changes administratively. If a temporary service change is to become permanent, the Transit Manager will evaluate the change to determine if it is minor or major and follow the procedures outlined below.

Minor Service Change

A route or service change is considered minor if it affects less than 25% of the route's mileage and/or annual revenue hours.

Minor service changes shall be made upon approval of the City Council.

Major Service Change

A route or service change is considered major if any of the following apply:

1. Elimination or addition of a route
2. Any change in routes affecting greater than 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 City Council.

All fare changes will be considered a major service change, except short-term fare-free or reduced fare promotions. Short-term promotional fares will be presented to the City Manager for approval in advance of the change.

Public Comment/Hearing Procedure

The City of Moorhead must solicit and consider public comment before implementation of all changes in fares or major changes in service.

Public hearings will be held for all fare and major route changes. Public hearing dates are set and hearing notices appear in the official Moorhead newspaper approximately two weeks prior to the actual hearing. Hearings are held during the City Council's regularly scheduled meetings at Moorhead City Hall. Hearings are open to the public; anyone wishing to speak at the hearing is afforded the opportunity. If someone is unable to attend the hearing, written comments are accepted prior to the hearing.

The Transit Manager will summarize all comments received prior to the public hearing. The summary and an analysis of the proposed change(s) will be provided to the City Council during the scheduled public hearing for consideration.

Notification Process

The public will be notified of an upcoming public hearing through a variety of methods, in order to ensure adequate opportunity for public comment and participation in the public hearing.

The notification methods will be required as follows:

- Newspaper – The public hearing notice will be published in the City’s official newspaper at least once, with the first notice appearing in the newspaper a minimum of two weeks prior to the public hearing.
- City Website – A notice of the hearing will be published with the City Council agenda, which is published on the City of Moorhead website (cityofmoorhead.com).
- MATBUS Website – A notice of the hearing will be published on the MATBUS website (MATBUS.com).
- Rider Alerts – A notice of the hearing will be distributed through a MATBUS Rider Alert. Members of the public can sign up for Rider Alert emails through the MATBUS website.
- Social Media – Notice of the hearing will be published on MATBUS’s social media pages (Facebook and Twitter).
- Transit Center Posted Information – Notice of the hearing will be posted at the main transportation hub, the Ground Transportation Center at 502 NP Avenue, Fargo, ND. Additional information and hard copy comment sheets will be made available at the dispatch window and/or an informational display.

Notification Format

The public hearing notice will include the following information:

- Time, date and location of the public hearing
- Description of proposed changes
- Statement that the public will have the opportunity to comment at the hearing
- Contact information for the person that may be contacted for additional information, or to provide comments prior to the public hearing
- Instructions on how to request accessible formats of the information or accommodation during the public hearing

Council Action

At the conclusion of the public hearing, the City Council will vote to approve or deny the proposed change(s). If passed, the approved change will be documented through a written resolution and filed in public record.

Complaints

Any and all Title VI complaints may be directed to MATBUS’s Title VI Coordinator:

MATBUS

Attn: Title VI Coordinator

650 23rd St. N.

Fargo, ND 58102

scrowell@matbus.com
Phone: 701-476-5967
Fax: 701-241-8558

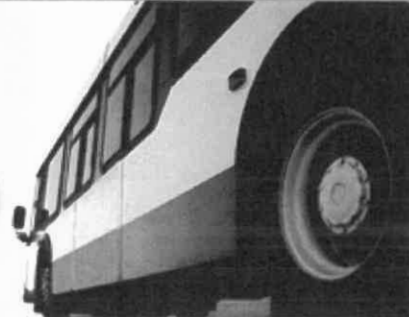
Examples of Rider Alerts 2021-2023

From: MATBUS <transit@matbus.com>
Sent: Monday, March 8, 2021 4:35 PM
To: Jackie Engel
Subject: Public Hearings Start Tonight! Proposed Changes to Routes 6 and 9

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Public Hearings for Proposed Route Changes Route 6 and Route 9 Changes Effective May 1, 2021

Route 6

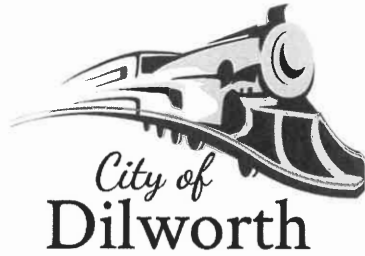
The proposed changes would extend Route 6 farther east in Dilworth to reach recent commercial and residential development along 14th Street NE. Route 6 would also be reversed, which will allow for more efficient access to CVS Pharmacy after the recent traffic flow changes made to the intersection of Highway 10 frontage road and 34th Street.

Route 9

The proposed changes would remove a portion of the loop of Route 9 that currently travels past Menards, west of Main Avenue SE. A small portion of the southern end of Route 9 will also be reversed in order to serve Vista Center for Education on the west side of 34th Street S.

Both Route 6 and Route 9 will also no longer travel through the Cashwise parking lot, due to a notice received from the property owner, and will serve the grocery store at a new bus stop on 34th Street.

Public Hearings



Dilworth City Hall
Monday, March 8
6:00 p.m



Moorhead City Hall
Monday, March 22
5:45 p.m.

For full details of the proposed changes, including information on how to provide comments visit the [MATBUS News](#) online.



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Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Thursday, April 29, 2021 2:04 PM
To: Jackie Engel
Subject: Route Changes to Routes 4, 6 and 9

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ATTENTION

MATBUS Riders Route Changes

Beginning Saturday May 1, 2021, there will be route changes to Routes 4, 6 and 9.

Route 4:

- Will no longer travel through the parking lot past Cash Wise and Runnings.
- New bus stops at 34th St and 30th St will service these businesses.

Route 6 (major change):

- Reverse the direction of the route. (see map below for details)
- Extend route east to 14th St NE.
- Travel on 3rd Ave NW outbound from Walmart

Route 9:

- Please see maps below for more details. For new time tables, please visit matbus.com.

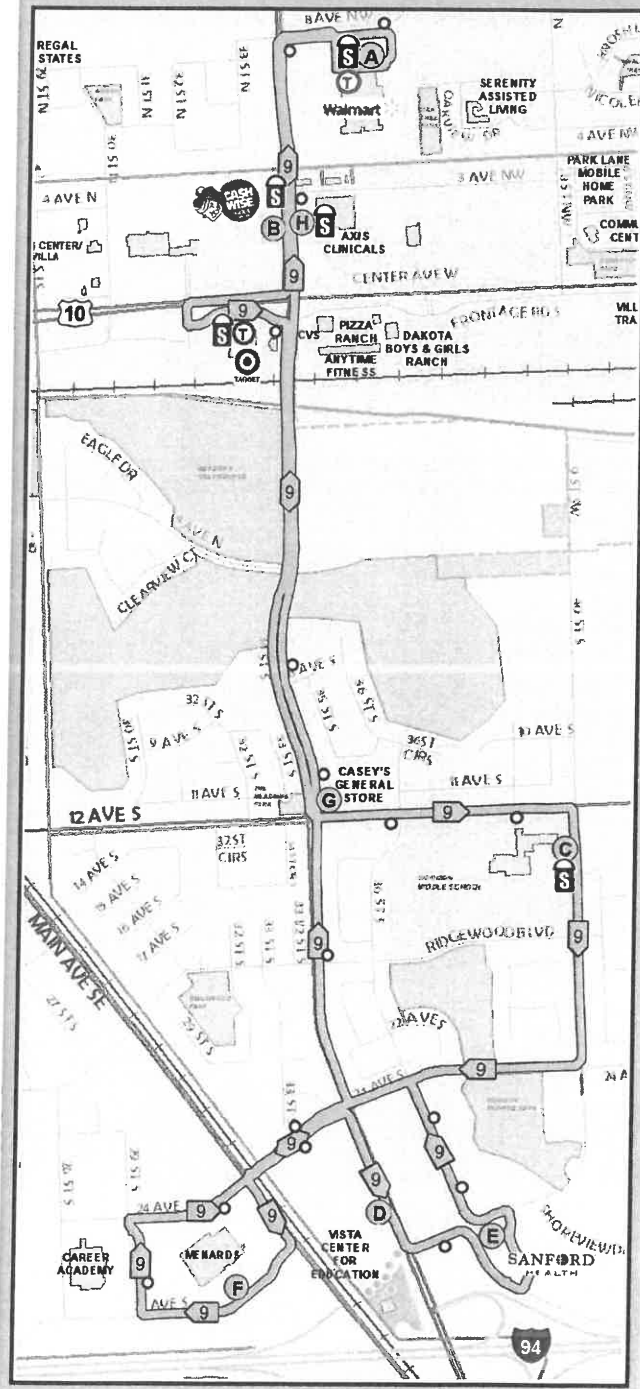
This is a detailed map of the Los Angeles area, showing a route for a 10-day tour. The route is marked with a thick black line and numbered 1 through 10. Key locations include Los Angeles, Long Beach, Anaheim, Orange, and San Diego. The map also shows major highways, landmarks, and a legend for symbols like 'M' for Museum, 'C' for Church, and 'S' for School.

The route starts in Los Angeles (1), goes to Long Beach (2), Anaheim (3), Orange (4), San Diego (5), and returns to Los Angeles (6). The map also shows major highways like I-5, I-10, and I-15. Landmarks like the Los Angeles Convention Center, the Los Angeles Music Center, and the Los Angeles Sports Arena are marked. A legend in the bottom left corner explains the symbols used on the map.

Legend:

- M: Museum
- C: Church
- S: School
- H: Hotel
- R: Restaurant
- T: Theater
- P: Park
- B: Beach
- L: Library
- U: University
- G: Government
- F: Financial
- I: Industrial
- A: Airport
- W: Water
- E: Entertainment
- Y: Youth
- E: Elderly
- D: Disability
- W: Wheelchair
- T: Taxi
- B: Bus
- M: Metro
- R: Rail
- A: Air
- S: Sea
- L: Land
- A: Air
- S: Sea
- L: Land

Route 9



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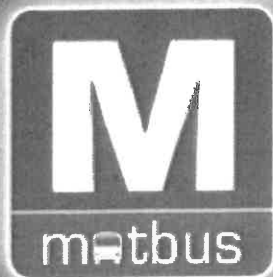
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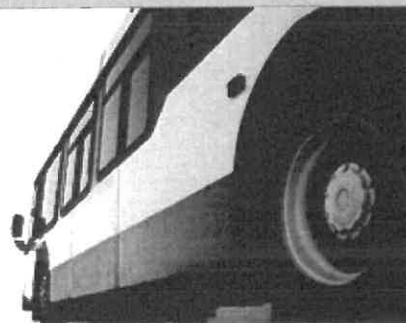
Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Friday, July 9, 2021 12:05 PM
To: Jackie Engel
Subject: FREE LinkFM Service to Trollwood's "Cinderella"

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FREE LinkFM Service to Trollwood's "Cinderella" *Performances start Wednesday, July 14*

LinkFM Service

The LinkFM event shuttle will be running for the Trollwood musical, Rodgers and Hammerstein's "Cinderella" at Bluestem, for fast and FREE transportation to the event.

Attendees can park in the Azool Hornbacher's parking lot, and buses will pick up at the MATBUS shelter on 40th Ave S. Look for the pink LinkFM sign. They will be dropped off at the Bluestem main entrance.

This route is an extension of Route 5, which stops at the Azool Hornbacher's shelter and connects to the rest of the MATBUS routes at the Marriott transfer hub.

Remember to bring your face mask for the ride, as they are required on MATBUS vehicles.



Hours

Bus service begins at 7:00pm at Hornbacher's, each night of the performances.

The bus will make continuous loops as needed throughout the evening, ending at approximately 11:15pm.

"Cinderella" Performances

July 14-17

July 21-24

July 28-31

Show begins at 8:30pm.

For tickets and event information, visit the [Trollwood website](#).



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Jackie Engel

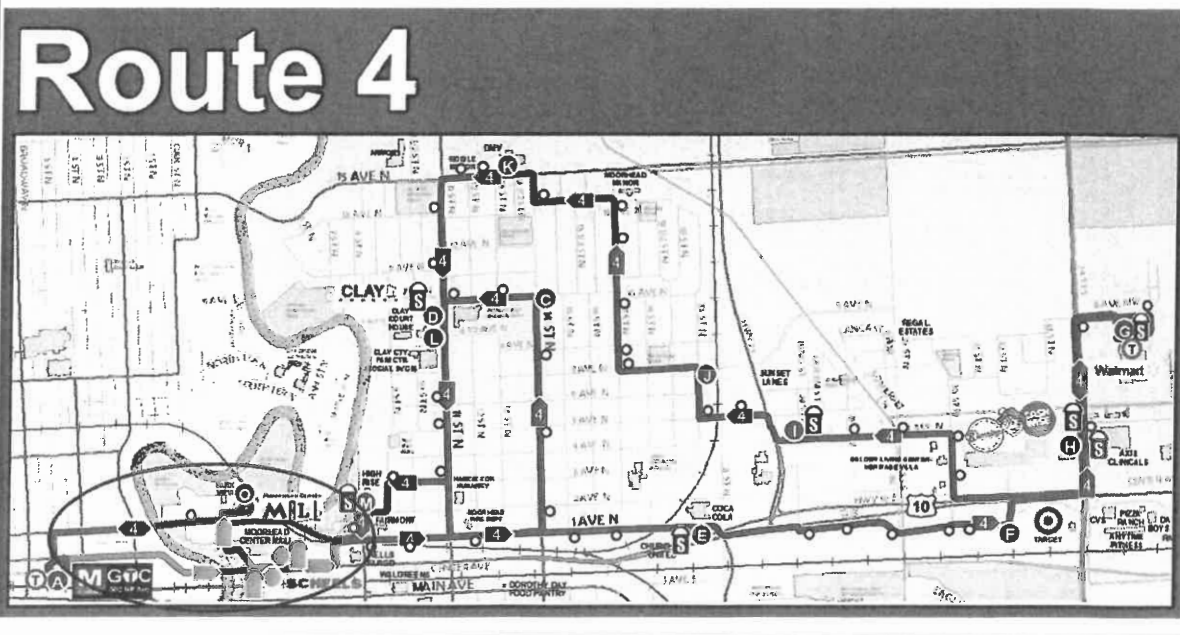
From: MATBUS <transit@matbus.com>
Sent: Sunday, September 5, 2021 3:10 PM
To: Jackie Engel
Subject: Rider Alert: Route 4 Detour - Greater Moorhead Days Parade

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Route 4 Detour Friday September 10, 2021

Due to the Greater Moorhead Days parade, Route 4 will be detoured off Center Avenue from 4:00 pm to approximately 7:30 pm. Route 4 will take 1st Avenue to/from Fargo. See map for details.



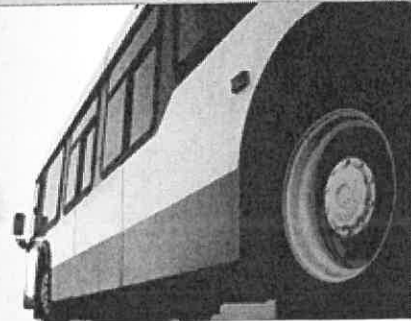
Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Friday, October 21, 2022 11:25 AM
To: Jackie Engel
Subject: MATBUS Rider Alert: Try MATBUS Week (Oct 24-29)

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Try MATBUS Week October 24 - 29, 2022

Ride public transit during Try MATBUS Week

Try MATBUS Week takes place October 24-29, and is a fun and interactive opportunity for residents of the Fargo-Moorhead community to experience all of the benefits that MATBUS has to offer. There will be several special offers and events during the week to encourage residents to try out MATBUS services and join passengers who take nearly 2 million rides per year in the Fargo-Moorhead area!

Monday - Friday (Oct 24-28): Discounted fares

Cash only bus fare will be reduced (\$1.00 for adults, 50 cents for youth, elderly, and disabled) Monday, October 24, through Friday, October 28. Promotional fares will apply to fixed route buses only and do not include MAT Paratransit.

Wednesday, October 26: Warm-Up Wednesday

From 8:00 a.m. to 1:00 p.m., while supplies last, there will be a self-serve station of free coffee and hot cider at the Ground Transportation Center. Limit 1 per person.

Friday, October 28: Customer Appreciation Day

From 11:00 a.m. to 7:00 p.m., MATBUS staff will be giving out free freshly popped popcorn and bottled water at the Ground Transportation Center. Limit 1 bag of popcorn and 1 drink per person.

Saturday, October 29: Fare Free

Bus fare will be free all day Saturday. Promotional fares will apply to fixed route buses only and do not include MAT Paratransit.

How to ride MATBUS

If you have never ridden with MATBUS, check out our website, including the "How to Ride" video, or give us a call at 701.232.7500. Consider planning your trip on Google Maps or using the MATBUS mobile app.



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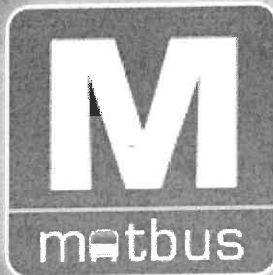


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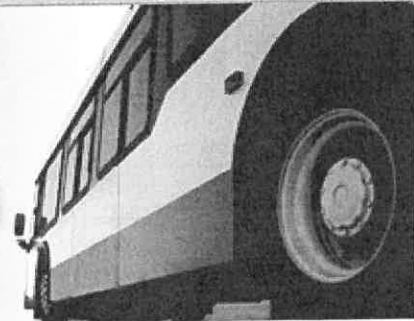
Lori Van Beek

From: MATBUS <transit@matbus.com>
Sent: Thursday, September 15, 2022 4:40 PM
To: Lori Van Beek
Subject: Route 6 Timetable Adjustment Effective 9/19/22

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Route 6 Timetable Adjustment Effective Monday, September 19, 2022

MATBUS has made adjustments to the time points in the Route 6 timetable, to help create a more balanced and reliable service for passengers. Route 6 passengers are encouraged to review the new timetable before starting a trip next week.



6

Walmart, Community Center,
Houge Estates, City Hall, CVS Pharmacy

	Walmart	3rd Ave Apartments	Community Center	Dilworth Elementary	4th Ave NE & Woodbridge Dr	Houge Estates [departure]	Dilworth City Hall	CVS Pharmacy	Walmart
	(T)(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(T)(A)
Shaded areas do not run on Saturdays.	6:40	6:42	6:44	6:45	6:48	6:54	6:56	6:59	7:03
	7:40	7:42	7:44	7:45	7:48	7:54	7:56	7:59	8:03
	8:40	8:42	8:44	8:45	8:48	8:54	8:56	8:59	9:03
	9:40	9:42	9:44	9:45	9:48	9:54	9:56	9:59	10:03
	10:40	10:42	10:44	10:45	10:48	10:54	10:56	10:59	11:03
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	3:40	3:42	3:44	3:45	3:48	3:54	3:56	3:59	4:03
	4:40	4:42	4:44	4:45	4:48	4:54	4:56	4:59	5:03
	5:40	5:42	5:44	5:45	5:48	5:54	5:56	5:59	6:03
	6:10	6:12	6:14	6:15	6:18	6:24	6:26	6:29	6:33
6:40	6:42	6:44	6:45	6:48	6:54	6:56	6:59	7:03	

Shaded areas do not run on Saturdays.



MATBUS | 650 23rd St N, Fargo, ND 58102

Unsubscribe Ivanbeek@matbus.com

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Try email marketing for free today!

Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Friday, November 18, 2022 2:05 PM
To: Jackie Engel
Subject: MATBUS Rider Alert: Thanksgiving Hours

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Thanksgiving Holiday Hours

MATBUS Fixed Routes and Paratransit:
No Service on Thursday, November 24,
2022

**Fargo NDSU Routes 31, 32, 33, 34, 36 and
NDSU TapRide:**
No service on Wednesday, November 23
through Friday November 25, 2022



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Try email marketing for free today!

Taaren Haak

From: MATBUS <transit@matbus.com>
Sent: Tuesday, April 19, 2022 12:55 PM
To: Taaren Haak
Subject: Face Masks Optional (4.19.22)

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Face Masks Optional on MATBUS

Effective immediately, face masks are optional for employees and passengers on MATBUS vehicles and property. This decision is based on official guidance from the Federal Transit Administration and the expiration of the federal mask mandate.

The Centers for Disease Control continues to recommend that people wear masks in indoor public transportation (such as buses) at this time. Disposable masks will remain available on buses and at the GTC while supplies last.

In the coming days, MATBUS staff will be working to remove all signage and announcements referring to the requirement.



MATBUS | 650 23rd St N, Fargo, ND 58102

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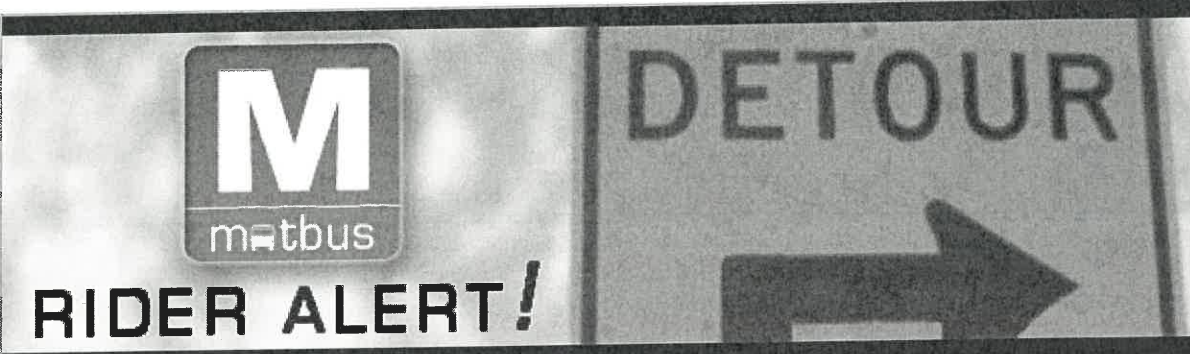
Sent by transit@matbus.com powered by



Taaren Haak

From: MATBUS <transit@matbus.com>
Sent: Monday, May 9, 2022 4:30 PM
To: Taaren Haak
Subject: Rider Alert: Route 1 detour (5.14.22)

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.

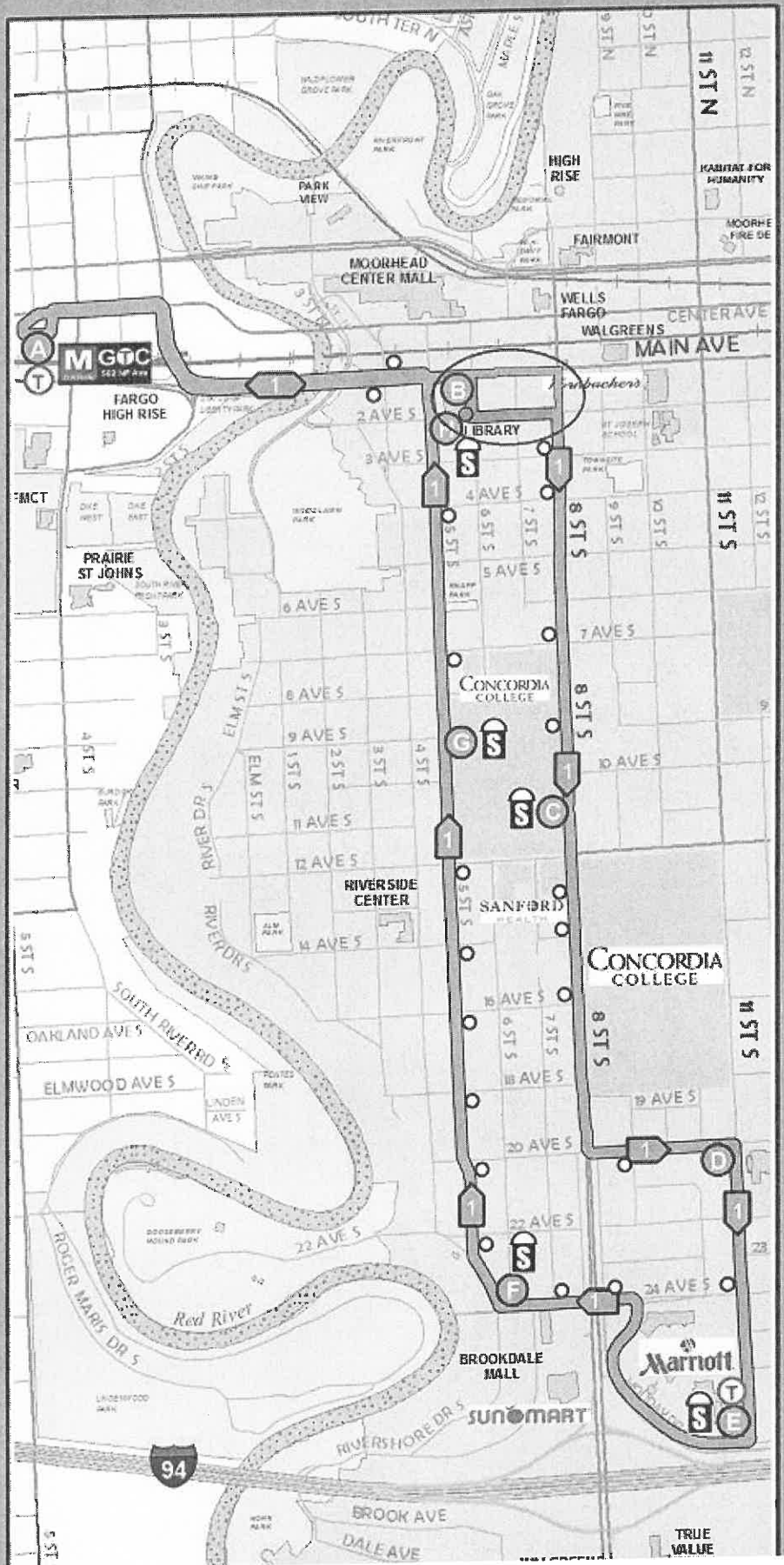
The banner features the MATBUS logo (a large 'M' in a square with 'matbus' below it) on the left. To the right, the word 'DETOUR' is written in large, bold, sans-serif capital letters. Below 'DETOUR' is a large, solid black arrow pointing to the right. The text 'RIDER ALERT!' is written in large, bold, sans-serif capital letters across the bottom of the banner.

RIDER ALERT!

May 14, 2022
Route 1 Detour
8:00 am - 3:00 pm

Due to the Creative Moorhead Art Market on Saturday May 14, Route 1 will be detoured to Main Avenue between 6th Street and 8th Street from approximately 8:00 am - 3:00 pm. The bus stop at 6th Street and 2nd Avenue North will not be accessible.

Route 1



MATBUS | 650 23rd St N, Fargo, ND 58102

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Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Saturday, April 29, 2023 10:01 AM
To: Jackie Engel
Subject: Rider Alert: Route 4 detour (May 2, 2023)

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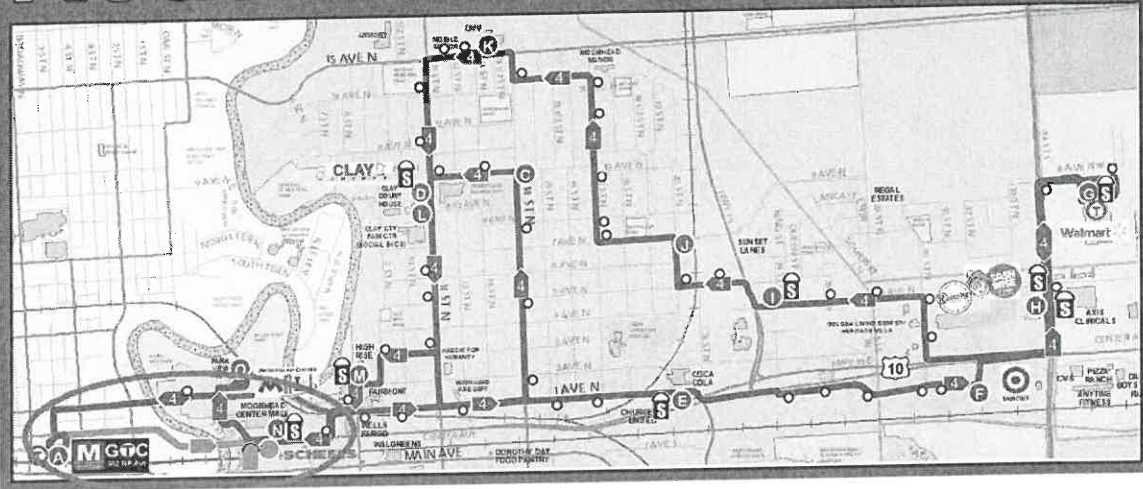
The banner features the MATBUS logo (a large 'M' with 'matbus' below it) on the left. To the right, the word 'DETOUR' is written in large, bold, capital letters above a large black arrow pointing to the right. Below the logo, the text 'RIDER ALERT!' is written in large, bold, capital letters.

**Route 4 detour
May 2, 2023**

East bound Center Avenue will be closed due to pavement repair, causing Route 4 to be detoured for approximately 1 week. Route 4 will take 1st Avenue from the GTC.

NOTE: Route 4 will NOT be accessing the US Bank shelter.

Route 4



MATBUS | 650 23rd St N, Fargo, ND 58102

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Try email marketing for free today!

Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Saturday, June 10, 2023 8:01 AM
To: Jackie Engel
Subject: Rider Alert: Routes 3 detour (Jun 12, 2023)

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The banner features the MATBUS logo (a large 'M' in a square with 'matbus' below it) on the left. To the right, the word 'DETOUR' is written in large, bold, sans-serif capital letters. Below 'DETOUR' is a large, solid black arrow pointing to the right. Below the logo and arrow, the text 'RIDER ALERT!' is written in large, bold, sans-serif capital letters.

Route 3 detour Beginning June 12, 2023

Due to a road repair on 20th St near 18th Ave, Route 3 will be detoured. Route 3 will take 19th St between 18th Ave and 20th Ave beginning June 12.

Riders can request pick-up or drop-off at any safe location along the route detour path.

Sent by transit@matbus.com powered by



Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Thursday, June 29, 2023 4:15 PM
To: Jackie Engel
Subject: Rider Alert: Independence Day Holiday

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Independence Day Tuesday, July 4, 2023

Due to the Independence Day Holiday,
there will be no MATBUS service and the Ground
Transportation Center will be closed.





MATBUS | 650 23rd St N, Fargo, ND 58102

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Luke Grittner

From: MATBUS <transit@matbus.com>
Sent: Wednesday, November 8, 2023 9:01 AM
To: Luke Grittner
Subject: MATBUS Rider Alert: Homeless Veteran Stand Down - Free MATBUS fixed route rides for Veterans 11/15/23

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.



Homeless Veterans Stand Down Tuesday, November 15, 2022 VA Community Resource & Referral Center

MATBUS will provide free fixed route rides for veterans on Wednesday, November 15, for the Homeless Veteran Stand Down.

Veterans must present a military or Veteran ID to the driver to get the free ride.

Paratransit is not eligible for free rides.

**WEDNESDAY, NOVEMBER 15TH
2023 @ 1000-1400**

**HOMELESS
VETERAN
STAND DOWN**

**COMMUNITY RESOURCE & REFERRAL CLINIC
721 1ST AVENUE N. FARGO ND 58102**

SERVICES AVAILABLE:

- LEGAL SERVICES
- HOUSING RESOURCES
- EMPLOYMENT REFERRAL
- VA ELIGIBILITY SCREENING
- VA CLAIMS ASSISTANCE
- HEALTH SCREENING
- HAIRCUTS

VA



U.S. Department of Veterans Affairs
Veterans Health Administration
Fargo VA Health Care System

****FREE MATBUS FIXED ROUTE RIDES WILL BE AVAILABLE FOR VETERANS ON THE DAY OF THE STAND DOWN WITH VA ID**

QUESTIONS: CONTACT SARA AT 701-461-7365 OR CAITLIN AT 701-461-7330 EXT. 7425



MATBUS | 650 23rd St N, Fargo, ND 58102

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**Constant
Contact**

Try email marketing for free today!

Jackie Engel

From: MATBUS <transit@matbus.com>
Sent: Friday, February 24, 2023 3:02 PM
To: Jackie Engel
Subject: MATBUS Rider Alert: Public Hearing Notice - Proposed Projects & Budget

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go green
ride with us



NOTICE OF PUBLIC HEARING

**City of Moorhead, Minnesota
Proposed Program of Projects and Budget
for Transit Capital Assistance from the
Federal Transit Administration**

Notice is hereby given that a public hearing will be held by the City of Moorhead on Monday, March 13, 2023, at 5:45 p.m. in the Auditorium at the Hjemkomst Center, 202 1st Avenue North, Moorhead, MN for the purpose of considering projects for which Federal Section 5307, Section 5339, and Carbon Reduction Program transit capital assistance is being sought. A Proposed Program of Projects and Budget is detailed below.

At the hearing, the City of Moorhead will afford an opportunity for affected citizens, private transportation providers and local elected officials to be heard with respect to the projects proposed. Written comments on the Proposed Program of Projects may be submitted in advance of the public hearing to: Lori Van Beek, Moorhead Transit Manager, Metro Transit Garage, 650 23rd St. N., Fargo, ND 58102. Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in meetings will be provided. To arrange assistance, call the City Clerk's Office at 218-299-5166 (voice) or 711 (TDD/TTY).

A copy of the application for a Federal grant for the proposed projects and the current Transportation Improvement Program for the area are currently available for public inspection at the Ground Transportation Center, 502 NP Ave N, Fargo,

North Dakota. Unless advertised again, the proposed projects contained in this advertisement are expected to become the final projects. A Final Program of Projects will be available to the public in the Ground Transportation Center on March 17, 2023.

For a full list of projects and budget, visit [MATBUS](#).



MATBUS | 650 23rd St N, Fargo, ND 58102

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Luke Grittner

From: MATBUS <transit@matbus.com>
Sent: Tuesday, December 19, 2023 3:31 PM
To: Luke Grittner
Subject: Rider Alert: New Temporary Service Changes - Beginning January 13, 2024.

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.



New Temporary Service Changes Beginning Saturday, January 13, 2024

Due to continued driver shortages, all MATBUS fixed routes and MATBUS Paratransit services will end at 8:15 p.m. on Saturdays, starting Saturday, January 13, 2024. This is a temporary reduction in hours from the current Saturday service end time of 10:15 p.m. There will be **no changes to weekday service.**

Temporary timetable changes will also begin on January 13 for the following routes: 6, 9, 13, 16. These changes are described briefly below.

Route 6: not operating on Saturdays

Route 9: not operating on Saturdays

Route 13: reduced to hourly service on Saturdays, with trips leaving the GTC at :15 after the hour

Route 16: not operating on Saturdays

This reduction in service levels will allow MATBUS to provide more reliable service for riders, while also allowing for time to recruit and train additional drivers. Driver shortages are a nation-wide trend in public transit, requiring service changes in transit agencies of every size.

These temporary MATBUS changes will be in effect until further notice. Any future service changes will be communicated to the public through the MATBUS News page, Facebook, Twitter and local news outlets. MATBUS riders are also encouraged to sign up for Rider Alerts on the MATBUS website, which will allow them to receive direct emails about future announcements.



MATBUS | 650 23rd St N, Fargo, ND 58102

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Sent by transit@matbus.com powered by




Taaren Haak

From: MATBUS <workshop@matbus.com>
Sent: Monday, May 22, 2023 2:48 PM
To: Taaren Haak
Subject: May 25 2023 Travel Trainer Workshop

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.

Having trouble viewing this email? [Click here](#)



May 25, 2023 Travel Trainer Workshop

When
Thursday, May 25, 2023 from
9:00 AM to 12:00 PM CDT
[Add to Calendar](#)

Where
Ground Transportation Center (GTC)
502 NP Ave.
Fargo, ND 58102



© 2023 Microsoft Corporation
© 2023 TomTom

[Driving Directions](#)

Dear Taaren,

Our goal at MATBUS is to ensure that everyone is able to use the Fixed-Route System safely and efficiently. MATBUS Staff and Drivers will provide hands-on training and assistance with all of your MATBUS questions. As Human Service Professionals, you have the chance to empower your clients with independence throughout the metro area.

INCLUDED IN THE WORKSHOP:

- * "How to Ride" video
- * Handouts for training
- * Access to free 10-ride cards

Please click on the link below to register or RSVP.

Parking information will be sent to attendees prior to the workshop via email.

[Get more information](#)

[Register Now!](#)

[I can't make it](#)

Sincerely,

Shaun Crowell
MATBUS
workshop@matbus.com
701-241-8140

MATBUS, 650 23rd St N, Fargo, ND 58102

[SafeUnsubscribe™ thaak@matbus.com](#)

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Sent by [workshop@matbus.com](#) powered by



Try email marketing for free today!

Luke Grittner

From: MATBUS <transit@matbus.com>
Sent: Tuesday, February 14, 2023 3:45 PM
To: Luke Grittner
Subject: Rider Alert: MATBUS suspending service today at 6:45 pm (02/14/23)

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.



Severe Weather Announcement

Tuesday, February 14, 2023

Due to blizzard and high wind warnings, MATBUS will be suspending all services today at 6:45 p.m.

The Ground Transportation Center (GTC) at 502 NP Avenue in Fargo will close at 7:00 p.m.

All MATBUS services are expected to resume on Wednesday, February 15, with their normal schedules, but MATBUS staff will continue to monitor developing weather conditions.

Severe weather may cause MATBUS routes to run late. Please give extra time for your trips; check www.matbus.com or MATBUS social media accounts for the most up-to-date information; or call GTC dispatch at 701.232.7500 option 1.



MATBUS | 650 23rd St N, Fargo, ND 58102

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Luke Grittner

From: MATBUS <transit@matbus.com>
Sent: Wednesday, March 1, 2023 10:54 AM
To: Luke Grittner
Subject: Rider Alert: UPDATE - All MATBUS services are cancelled (03/01/23)

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.



Severe Weather Announcement

Wednesday, March 1, 2023

Due to winter weather conditions, All MATBUS services are cancelled today, 3/01/23.

MATBUS staff will continue to monitor developing weather conditions.

Severe weather may cause MATBUS routes to run late. Please give extra time for your trips; **check www.matbus.com or MATBUS social media accounts for the most up-to-date information**; or call GTC dispatch at 701.232.7500 option 1.



MATBUS | 650 23rd St N, Fargo, ND 58102

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Sent by transit@matbus.com powered by



Public Outreach



July 1, 2023

Dear Sir or Madam:

Your name was given to us as an organization that works with women or minority businesses. The Cities of Moorhead and Fargo and MATBUS are seeking Disadvantaged Business Enterprises (DBEs) and Small Business Enterprises (SBEs) to bid on federally-funded products and services. Firms owned and controlled 51% or more by women, minorities or other socially and economically disadvantaged individuals or groups are eligible to apply for DBE certification. SBE's must be certified with the Small Business Administration.

Enclosed is a public notice which lists the type of contract work available and contact names. I would appreciate your assistance in distributing this information to potential DBEs and SBEs in your organization or community.

Sincerely,

Shaun Crowell
Mobility Manager
& DBE Coordinator

SEEKING DBE FIRMS TO BID ON FEDERALLY-FUNDED CONTRACTS

MATBUS is seeking Disadvantaged Business Enterprises (DBEs) to bid on federally-funded products and services. Firms owned and controlled 51% or more by women, minorities or other socially and economically disadvantaged individuals or groups are eligible to apply for DBE certification.

Interested vendors should contact: Shaun Crowell, DBE Coordinator, MATBUS, 650 23rd Street North, Fargo, ND 58102, Phone (701) 476-5967, FAX (701) 241-8558, Email: scrowell@matbus.com

The types of contract work available include:

- Parts and maintenance for buses
- Radio repair
- Janitorial services
- Bulk diesel fuel
- Insurance (auto, liability and performance bond)
- Consultants (transit planning, drug testing, asbestos removal, marketing research, real estate appraisal, environmental review and remediation)
- Mowing
- Snow removal
- Driver training
- Cleaning supplies
- Lubricants
- Laundry services
- Contractors to operate fixed route and paratransit transportation services
- Firms wishing to sell advertising space on the exterior or interior of buses.
- Marketing (design, printing, specialty products)
- Office supplies
- Construction Contractors
- General Contractors
- Home Improvement
- Building Repairs
- Earthwork
- Masonry
- Carpentry
- Structural Steel
- Roofing
- Fire Protection
- Drywall
- Painting
- Floor Covering
- Ceilings
- Tile Setters
- Window Treatments
- Concrete
- Electrical
- Heating, Ventilation, Air Conditioning
- Windows
- Landscaping
- Asphalt
- Plumbing
- Security systems
- Fueling systems
- Vehicle washing systems
- Demolition
- Interior/exterior Lighting
- Office Furniture
- Garage Tools and Equipment

WHAT IS A DBE?

- DBE stands for Disadvantaged Business Enterprise. The DBE program is an affirmative action program intended to level the playing field by providing contracting opportunities for small businesses owned and controlled by socially and economically disadvantaged individuals.

BENEFITS OF DBE CERTIFICATION

- Federally funded organizations such as MATBUS and Community Development Block Grant Programs have DBE goals to meet each year.
- Certified DBEs (Disadvantaged Business Enterprises) are included in the DBE directory searched by any organization receiving federal funding.
- Has the potential to generate new business for your company, expanding your customer base and increasing profits.

HOW TO BECOME A CERTIFIED DBE

North Dakota Department of Transportation

Information regarding the Disadvantaged Business Program is located at <https://www.dot.nd.gov/divisions/civilrights/dbeprogram.htm>. The “Business” section includes information on how to become an NDDOT vendor and the DBE Program is detailed under the “More Business” and then “Civil Rights Program Areas” tab.

Minnesota Department of Transportation

Information regarding the Disadvantaged Business Program is located at <https://www.dot.state.mn.us/civilrights/forms.html>. This link has information on what is required to become a DBE.

HOW TO BECOME A CERTIFIED SBE

Visit <https://www.sba.gov/tools/sba-learning-center/search/training> for more information about what it takes to become a certified Small Business Enterprise.

CHAMBER OF COMMERCE OF F-M
202 FIRST AVE N
MOORHEAD MN 56560

Cultural Diversity Resources
112 N. University Dr. #306
Fargo, ND 58102

SMALL BUSINESS DEV CTR
MINNESOTA STATE UNIV MHD
615 11 ST S, BOX 303
MOORHEAD, MN 56563

FREEDOM RESOURCE CENTER FOR
INDEPENDENT LIVING
2701 9TH AVE SW
FARGO ND 58103

Lakes & Prairies Community
Action Partnership, Inc
715 11th St. N. #101
Moorhead, MN 56560

WEST CENTRAL MINNESOTA SBDC
1310 8TH ST S
GRANT CENTER 220
MOORHEAD MN 56562

Fargo SBDC
NDSU Research & Technology
Park
1854 Ndsu Resear Cir N Ste 7
Fargo, ND 58102-5707

Afro American Development
Association
1132 28th Ave. S.
Moorhead, MN 56560

Anne Carlsen Center
4152 30th Ave. S. #102
Fargo, ND 58104

Anne Carlsen Center
2800 Main Ave.
Fargo, ND 58103

May 25, 2023



Dear Human Services Professional,

I wanted to reach out to your organization to introduce you to MATBUS and let you know of all the resources available to your clients!

MATBUS Fixed Route

MATBUS is the public transportation system serving the communities of Fargo and West Fargo, ND, and Moorhead and Dilworth, MN. MATBUS provides convenient, cost-effective city transportation throughout the metro area with 24 fixed routes, linking riders to employment, education, healthcare, entertainment, and more.

MAT Paratransit

MAT Paratransit, which is a door-thru-first door transportation service for persons with disabilities who are unable to use the Fixed Route Bus service without assistance.

Travel Trainer Training Workshop

MATBUS offers hands on training to human services professionals to help empower their clients with independence throughout the metro area. Travel Trainers while providing travel training to clients will have an official instructor card to ride free. To aid in training clients, Travel Trainers will be able to request one 10-ride card for each client they are training.

MATBUS On-Demand

MATBUS On-Demand is a free on-demand transit service offered in the Fargo Industrial Park and on NDSU Campus and its surrounding area. Using the TransLoc app, you can book a personalized ride for up to five people within the designated service area, with pick-up and drop-off points of your choosing. Just download the app, create an account and book a ride.

FM Ride Source Directory

FM Ride Source provides the metro area of Fargo and West Fargo, North Dakota and Moorhead and Dilworth, Minnesota with transportation options for people with disabilities and those over age 60.

For additional information, please visit the website at matbus.com or contact me at 701-476-5967.

Sincerely,

Shaun Crowell
Mobility Manager

Enclosure:

FM Ride Source Directory
MAT Paratransit Brochure
MATBUS System Map

Minority Owned Human Service Organizations

Lutheran Immigration and Refugee Services
3310 Fiechtner Dr. S.
Fargo, ND 58103

Afro American Development Association
1132 28th Ave. S
Moorhead, MN 56560

Faith4Hope
1321 19th Ave. N.
Fargo, ND 58102

Kondial Kel International
1323 23rd St. S. Suite C
Fargo, ND 58103

Somali Community Development of ND
901 28th St. S. Suite B
Fargo, ND 58103

Tri-City Haitian Ministry
1419 17th St. S.
Fargo, ND 58103

Tudeako Group
15 S. 21st St.
Fargo, ND 58103

Destiny & Purpose
1644 Tom Williams Dr. Suite B
Fargo, ND 58103

Four Elements Therapy
4342 15th Ave. S.
Fargo, ND 58103

January 30, 2024



Dear Human Services Professional,

I wanted to reach out to your organization to introduce you to MATBUS and let you know of all the resources available to your clients!

MATBUS Fixed Route

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FM Ride Source Directory

FM Ride Source provides the metro area of Fargo and West Fargo, North Dakota and Moorhead and Dilworth, Minnesota with transportation options for people with disabilities and those over age 60.

I have included some complimentary 4-day passes for use on our fixed route bus system.

In addition we value your feedback regarding our services, if you or any of the people you serve have and input to help improve our service please let me know.

For additional information, please visit the website at matbus.com or contact me at 701-476-5967.

Sincerely,

Shaun Crowell
Mobility Manager

Enclosure:
FM Ride Source Directory
MAT Paratransit Brochure
MATBUS System Map
10 4-day passes

Outreach 2024

P's & Q's

112 S. University Dr. Ste. 141

Fargo, ND 58102

Indigenous Legacy

115 Center Ave. W.

Dilworth, MN 56529

Win-Liberia

winliberia@hotmail.com

New American Development Agency

2419 S. 12th Ave.

Moorhead, MN 56560

Cultural Diversity Resources

112 N. University Dr. #306

Fargo, ND 58102

Cultural Diversity Resources

3505 8th St. S. #7

Moorhead, MN 56560

Moorhead LEP Policy

TITLE: Limited English Proficiency (Plan for the provision
Of Services to Persons with Limited English
Proficiency) LEP

SECTION: 1.45

PAGE 1 of 4

DATE: April 01, 2009

I. POLICY

The City of Moorhead recognizes its legal obligation to be in compliance with Title VI of the Civil Rights Act of 1964 that prohibits discrimination for any of its services on the basis of National Origin as evidenced by limited English proficiency. This policy is to ensure that language will not prevent staff from communicating effectively with LEP persons and that limited English proficiency will not prevent persons from accessing important programs and information; understanding rules, participation in proceedings or programs, and meetings. Any individual requiring a special accommodation to allow access or participation at meetings or events is asked to notify the Human Resource Department of their needs at least five working days prior to the event. The Human Resource Department is located on third floor of City Hall, 500 Center Avenue, Moorhead, MN 56560 and can be reached by telephone at (218) 299-5179. The City also recognizes the responsibility to serve fairly and equally all eligible residents of the City of Moorhead.

II. WHO IS LIMITED ENGLISH PROFICIENT (LEP)?

LEP individuals do not speak English as their primary language and have a limited ability to read, write, speak, or understand English.

- Many LEP persons are in the process of learning English and may read, write, speak, and/or understand some English, but not proficiently.
- LEP status may be context-specific – an individual may have sufficient English language skills to communicate basic information (name, address etc.) but may not have sufficient skills to communicate detailed information (e.g., medical information, eyewitness accounts, information elicited in an interrogation, etc.) in English.

III. DETERMINATION OF CITY OF MOORHEAD'S OBLIGATION TO PROVIDE LEP SERVICES

The City of Moorhead will consider four factors in determining its obligation to provide LEP services:

1. the number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity or service of the recipient or grantee;
2. the frequency with which LEP individuals come in contact with the program;
3. the nature and importance of the program, activity, or service provided by the recipient to people's lives; and
4. the resources available to the recipient and costs.

IV. BACKGROUND

- Federal law prohibits national origin discrimination and requires meaningful access to LEP persons, in federal and federally assisted programs and activities.

TITLE: Limited English Proficiency (Plan for the provision
Of Services to Persons with Limited English
Proficiency) LEP

SECTION: 1.45

PAGE 2 of 4

DATE: April 01, 2009

-
- Currently the City of Moorhead provides transit brochures and route information in Spanish and will continue to strive forward to provide needed information for all English as a Second Language individuals as needed.
 - The Metro Interpreter Resource Center will assist the City of Moorhead in securing translators in other languages for individuals to access important programs and information, understand rules, and participate in proceedings or programs, and meetings. If the City of Moorhead determines that LEP services are to be provided per section III above, it will be the responsibility of the City of Moorhead to pay for translation services and not the person requesting such service. It would be impossible to provide brochures or interpreters for Metro Area Transit in every language needed on a regular basis.

As populations in the FM area became increasingly diverse, the need for foreign language interpreters - men and women who interpret for people who speak little or no English - has risen dramatically. To add further complexity to the issue, there were more than 40 languages spoken in the metropolitan area. The most frequent language needs were in Bosnian, Arabic, Vietnamese, Spanish, French and Somali. People with English language barriers were found in both immigrant and refugee populations.

With the exception of the CCMIS system which serves the Fargo-Moorhead medical community, the existing system of English language interpretation in the metro area was decentralized. Larger agencies typically sought out and contracted with their own interpreters to make sure that agency needs were met. Smaller agencies operated on more of an *ad hoc* basis, oftentimes going without interpreters because they do not know where to find interpreters or how to effectively use them. Regardless of agency size, it was difficult for service providers to meet needs that arise after-hours or on an emergency basis.

While the community has been blessed with a number of committed and diligent interpreters, there was no system in place to help service providers address the quality control issues related to language interpretation.

- Qualified interpreters were needed to help ensure effective communication
- There was no coordinated training mechanism in place for area interpreters
- It was difficult for agencies with smaller interpreter needs to develop and maintain a viable interpreter policy

Representatives from several public sector agencies met and discussed their needs, and how those needs were or were not being met by the system. The group also discussed ideas with several local interpreters.

The consensus was that the issue of "interpreter" is both large and complex. That being said, it was determined the entire system could benefit not necessarily from coordinated delivery of interpreter services but from some degree of general system coordination – a Community Interpreter Services Coordinator position was implemented to provide coordinated training and administrative support for a decentralized network of interpreters.

TITLE: Limited English Proficiency (Plan for the provision
Of Services to Persons with Limited English
Proficiency) LEP

SECTION: 1.45

PAGE 3 of 4

DATE: April 01, 2009

Responsibilities include the following:

- Identify training and curriculum needs, as related to general interpretation work. Curriculums unique to various disciplines will be developed over time (i.e., law enforcement, education, social services, legal).
- Test for English fluency and certify interpreter qualifications.
- Develop a suggested guideline for interpreter compensation, based on varying experience, skill levels and training completed.
- Develop and maintain an on-call roster of interpreters, specifically to address after-hours service needs.
- Recruit and train new interpreters in conjunction with all participating agencies.
- Provide educational sessions designed to help organizations learn how to use interpreters.
- Collect data to inform the issue and evaluate program effectiveness.

The coordinator is encouraged to contract with other local non-profits wherever possible. Examples of items to be subcontracted could include training for agency personnel on “how to use interpreter services” and the provision of specific portions of the identified interpreter curriculum.

This system is supported by the public sector because:

- Consistency, over time, is important.
- Interpreters are needed to ensure that public services are delivered effectively - communication is fundamental to any successful interaction between people.
- Having the ability to provide adequate and reasonable interpreter services is essential to the public sector’s ability to provide all citizens with equal access to services.

Partners supporting this project include:

- City governments – Fargo, Moorhead, West Fargo
- County governments (including Sheriff, Social Services and Public Health Departments) – Cass, Clay
- School Districts – Fargo, Moorhead, West Fargo

This includes departments of law enforcement, housing, education, transit, and general administration.

The position was implemented in January 2005 and is located within the Fargo Planning Department. General oversight and direction is provided by an Advisory Committee that consists of representatives from all funding agencies. Day-to-day supervision is handled by an Executive Committee of the larger Advisory Committee. The coordinator has a strong working relationship with local providers of interpreter services.

CITY OF MOORHEAD**POLICIES AND PROCEDURES**

TITLE: Limited English Proficiency (Plan for the provision
Of Services to Persons with Limited English
Proficiency) LEP

SECTION: 1.45

PAGE 4 of 4

DATE: April 01, 2009

1. CMIS (Cross Cultural Medical Interpreting Services) is the Fargo Moorhead area's coordinated medical interpreter service. The need for interpreters in the medical community is great enough to justify a coordinated relationship between public and private sector partners. The system actually employs staff interpreters and provides coordinated scheduling for partner agencies.

Revised: December 17, 2009

Revised: March 30, 2010

MATBUS LAP

Language Access Plan (LAP) for MATBUS

Plan reviewed/updated:

3/24/22

9/7/22

1/23/24

3/20/24

Introduction and Purpose

MATBUS is the public transportation system serving the communities of Fargo and West Fargo, ND, and Moorhead and Dilworth, MN. MATBUS provides convenient, cost-effective city transportation throughout the metro area with 24 fixed routes, linking riders to employment, education, healthcare, entertainment, and more.

MATBUS is committed to complying with all civil rights laws, including Title VI of the Civil Rights Act of 1964 (Title VI), which requires us to ensure individuals with limited English proficiency (LEP) have meaningful access to our services. The term LEP refers to individuals who have a limited ability to read, write, or understand English.

The purpose of this plan is to make reasonable efforts to eliminate or reduce barriers to MATBUS services. This plan sets forth standards, operating principles, and guidelines that govern the delivery of language appropriate services.

This plan is a management document that outlines how MATBUS defines tasks, sets deadlines and priorities, assigns responsibility and allocates the resources necessary to maintain compliance with language access requirements.

The Plan is updated periodically, most often prior to a Triennial or any other changes related to LEP persons served by MATBUS. Monitoring feedback received from staff and other situations as they may occur is evaluated and taken into consideration when updating this plan.

In order to prepare this plan, MATBUS used the four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served by MATBUS
2. The frequency with which LEP persons come in contact with MATBUS services.
3. The nature and importance of services provided by MATBUS to the LEP population.
4. The interpretation services available to MATBUS and overall cost to provide LEP assistance.

A summary of the results of the four-factor analysis is in the following section.

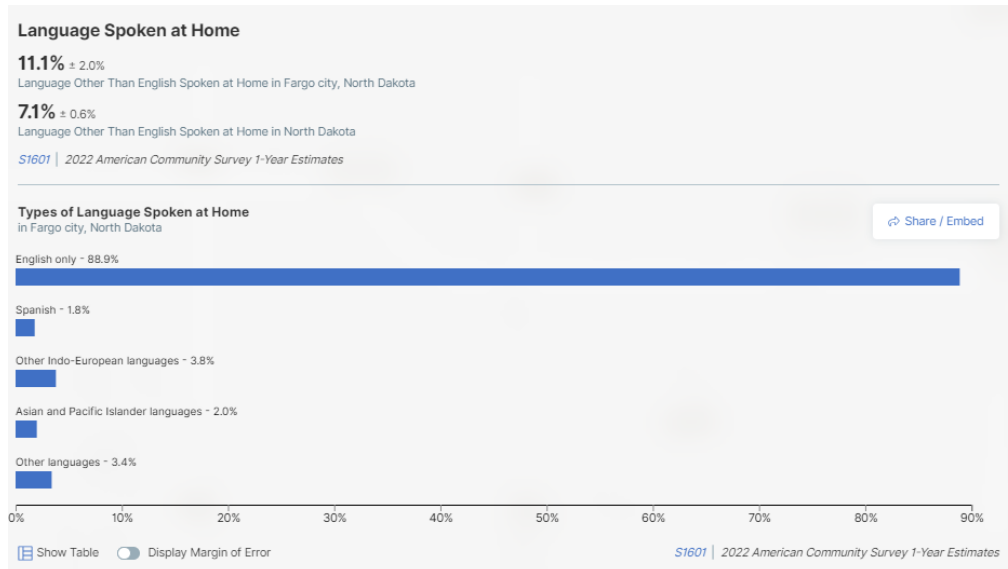
1. The number or proportion of LEP persons in the service area who may be served by MATBUS

MATBUS provides safe reliable transportation to the cities of Fargo, West Fargo, Moorhead, and Dilworth. We did a self-assessment to determine what type of contact MATBUS has with the LEP population; we then developed a language access policy to implement the plan and procedures.

The most recent Population Composition and Percentage Change by Race and Ethnicity, by the United States Census Bureau estimates as of 2022:

English only 88.9%
Spanish 1.8%
Other Indo-European Languages 3.8%
Asian and Pacific Islander languages 2.0%
Other languages 3.4%

Data provided by the United States Census Bureau.



Race and Ethnicity

American Indian and Alaska Native	2,012
Asian	5,173
Black or African American	11,033
Hispanic or Latino	4,670
Native Hawaiian and Other Pacific Islander	93
Not Hispanic or Latino	98,062
Some Other Race	1,511
Two or More Races	6,729
White	99,439

2. The frequency with which LEP persons come in contact with MATBUS services.

To date MATBUS employees have had no requests for interpreters and very few requests for documents translated into a language other than English.

3. The nature and importance of services provided by MATBUS to the LEP population.

There is no large geographic concentration of any type of LEP individuals in the Fargo-Moorhead Metropolitan Statistical Area. The overwhelming majority of the population in the MSA, 88.9%, speak only English. MATBUS staff are most likely to contact LEP individuals through the following:

The LEP community may interact with MATBUS staff while at the Ground Transportation Center (GTC), while riding the Fixed Route buses, Paratransit, or at the Metro Transit Garage (MTG).

GTC: This is the main hub for passengers to make transfers, purchase fare media, or ask MATBUS personnel with assistance with their trips.

Fixed Route: MATBUS has routes throughout the metro area including many institutions that serve the LEP community.

Paratransit: Is a demand response system, providing door through door service for people with disabilities and the elderly that cannot navigate the Fixed Route systems.

MTG: The administrative offices for MATBUS and houses the Fixed Route and Paratransit vehicles. Members of the LEP community may interact with MATBUS staff to do a variety of business.

4. The resources available to MATBUS and overall costs to provide LEP assistance.

MATBUS reviewed its available resources that could be used for providing LEP assistance.

Website

A main resource for members of the community is the MATBUS website. The MATBUS website utilizes Google Translate and can convert the text on the website to the language desired by the user.

I Speak Cards

In order to be able to provide language assistance we need to identify who needs the assistance. MATBUS will use the language identification cards to invite LEP persons to identify their own language needs.

Language Link

The City of Fargo Transit utilizes the services of Language Link for Interpreter and translation needs. Employees can call 1-888-338-7394

Language Assistance Measures

The type of language assistance necessary to provide meaningful access will vary depending on the type of communication staff is having with the LEP person (e.g. phone, in person or written communication) and in some circumstances more than one method will work. We recognize the importance of providing language assistance services in a timely manner and in an appropriate place. Failure to do so may effectively delay or deny LEP passengers to our services.

LEP persons are notified about the availability of language assistance by front-line staff.

We have chosen to translate vital documents only into Spanish upon request. We will consider other requests on a case-by-case basis.

“Vital” depends upon the importance of the program, information, encounter, or service involved, and/or the consequence to the LEP community and if the information in question is provided in an accurate or timely manner. The determination of what documents are considered “vital” is left to the discretion of the individuals involved, which are in the best position to evaluate their circumstances, service, and resources.

Listing of vital documents:

Title VI Public Notice

MATBUS Discrimination Complaint Form

Staff Responsibilities Regarding LEP Policies and Procedures

MATBUS staff will take reasonable steps to provide language assistance services to LEP individuals when they encounter or have reason to believe they may encounter LEP individuals.

Point of First Contact / Language Assistance Services by language

At the point of first contact with an LEP individual, staff should make reasonable efforts to conduct or arrange for an initial assessment of the need for language assistance services. If needed, staff should make reasonable efforts to obtain such services to effectively communicate with the individual. Staff can determine whether a person needs language assistance in several ways:

1. Self-identification by the non-English speaker, LEP individual or companion;
2. Inquiring as to the primary language of the individual if they have self-identified as needing language assistance services.
3. Using “I Speak” language identification card or poster.
4. Use of translation device.
5. Contact Metro Interpreters Resource Center 701-526-3000

Staff Training

Departmental staff must know how and when to use language assistance services. For policies and procedures to be effective, MATBUS will ensure new and existing staff members periodically receive training on the content of the LAP.

Oversight of the LAP – Monitoring and Updates

- The designated staff at MATBUS will review this document periodically when updating the Title VI plan.
- As it is released, MATBUS will review new demographic data and will update the plan as needed.
- As new technology becomes available, it will be reviewed for possible inclusion into the plan as needed.
- As new services become available, MATBUS will determine if the plan needs to be updated.

- Determine whether MATBUS's financial resources are sufficient to fund language assistance resources needed.
- Determine where MATBUS fully complies with the goals of this LAP Plan.
- Determine whether complaints have been received concerning MATBUS's failure to meet the needs of LEP individuals.
- Maintain a Title VI complaint log, including LEP to determine issues and basis of complaints.
- Other situations that may arise which may affect the LEP community and their access to MATBUS services.

**Spanish translated
versions of:
How to Ride
Title VI
Discrimination
Paratransit
Brochure**



Cómo montar

Una de las mejores herramientas para los nuevos ciclistas es el vídeo instructivo Cómo montar. Este vídeo cubre una amplia gama de temas que ayudarán a los pasajeros a aprender a utilizar el sistema de autobús de ruta fija MATBUS. Debajo del video hay una transcripción descargable, así como una guía imprimible de una página para usar como recurso.

Para acceder rápidamente a temas individuales, haga clic en el menú a continuación. También puedes visitar la [página de Políticas](#) de MATBUS para más información. Si tiene preguntas sobre cómo viajar en MATBUS, comuníquese con uno de los miembros de nuestro equipo de despacho al [701.232.7500](tel:701.232.7500).

0:00 / 8:19

Folleto y transcripción de cómo viajar

Folleto y transcripción de cómo viajar

Archivo	Tamaño	Tipo
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Archivo	Tamaño	Tipo
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Cómo montar la transcripción del vídeo	214,00 KB	DOC
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Folleto de cómo viajar	1,25MB	PDF
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Cómo utilizar la navegación por temas

[Conociendo los conceptos básicos](#) [Días y horas de funcionamiento](#) [Aprender las señales de parada de autobús](#) [Viajando por el GTC](#)

[Programas MATBUS](#) [Comprender el mapa y los horarios](#) [Embarque MATBUS](#) [Garantizando su seguridad](#)

[Transferencia entre vehículos](#) [Salida de vehículos MATBUS](#) [Llevar tu bicicleta en MATBUS](#)

Conociendo los conceptos básicos

Puedes conocer las rutas de MATBUS visitando nuestras páginas [de horarios o mapas](#) . Desde aquí, puede seleccionar cada ruta para horarios y mapas individuales. También puede descargar el [mapa completo del sistema](#) .

Todos los materiales impresos de MATBUS, incluidos los recursos para estudiantes, los folletos de MATBUS Connect y el mapa y los horarios completos del sistema, se pueden encontrar en el Centro de transporte terrestre o enviarse por correo si se solicita.

Planifique fácilmente sus viajes con [Trip Planner](#) , alojado en Google Maps. Asegúrese de que el botón Tránsito esté seleccionado en la parte superior, luego ingrese sus puntos de partida y destino. Puede seleccionar los horarios "Salir por" o "Llegar por" para personalizar su horario y también seleccionar opciones como "Menos caminar".

Las instrucciones le mostrarán todo lo que necesita para su viaje, incluida la hora y el lugar de embarque, qué ruta tomar, traslados y cuándo y dónde desembarcar. Si tiene solicitudes de planes de viaje más detallados, comuníquese con uno de los miembros de nuestro equipo de despacho al [701.232.7500](tel:701.232.7500) .

Todos los vehículos de recorrido fijo de MATBUS son accesibles y cuentan con dos espacios de sujeción para sillas de ruedas. Hay rampas disponibles para quienes utilizan dispositivos de movilidad y previa solicitud. Los conductores asegurarán todas las sillas de ruedas con un mecanismo de seguridad. Para obtener más información, visite la [página Discapacidad y accesibilidad](#) .

Días y horas de funcionamiento

Horas de servicio

Lunes Viernes 6:15 am - 11:15 pm

Sábado 7:15 am - 11:15 pm

Los domingos no hay servicio de ruta fija.

Consulte los horarios para conocer las horas de inicio y finalización específicas, ya que pueden variar según la ruta. Para cualquier cambio temporal en el horario de servicio, consulte [MATBUS News](#) .

Los autobuses no circulan en estos días festivos:

Día de Año Nuevo
Día de los Caídos
4 de julio
Día del Trabajo
Día de Acción de Gracias
Día de Navidad

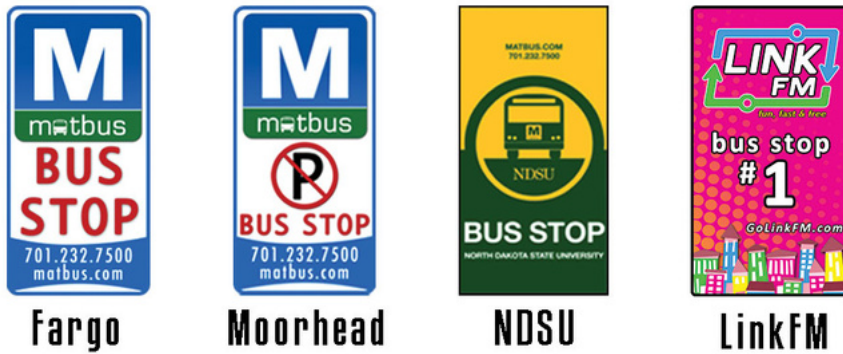
MATBUS finaliza su servicio antes de tiempo en Nochebuena.

Algunas rutas tienen diferentes niveles de servicio según los calendarios académicos escolares de U-Pass. La Ruta 2 cuenta con servicio adicional en horario de tarde durante el curso académico. Las rutas de circulación del campus de NDSU (31, 32, 33, 34 y TapRide) funcionan únicamente durante el año académico y suspenden el servicio durante los días festivos del campus. Estas fechas están listadas en el [Calendario](#) .

Aprender las señales de parada de autobús

Aprender las señales de parada de autobús

Las señales de parada de MATBUS identifican los lugares en los que el autobús se detendrá para recoger o dejar a los pasajeros. Los letreros de Fargo también se usan en West Fargo y los letreros de Moorhead también se usan en Dilworth. Hay señales de NDSU en las rutas del campus de NDSU. Los letreros de LinkFM se colocan en todas las paradas atendidas por esa ruta de circulación del centro.



Señales de parada de autobús MATBUS

Viajando por el GTC

El Centro de Transporte Terrestre (GTC), ubicado en 502 NP Avenue en Fargo, sirve como centro para las operaciones de autobuses. En el GTC, los miembros del equipo de despacho ayudan a los pasajeros en la planificación del viaje, venden medios de tarifas, coordinan los traslados entre rutas de autobús, despachan de manera segura los autobuses que salen del GTC y ayudan a los conductores a manejar los diversos problemas que surgen en las rutas. El personal también está disponible para capacitación en bicicleta y autobús en el GTC.

Horario de atención de GTC

Lunes a viernes: 6:00 am a 11:15 pm

Sábado: 7:00 am a 11:15 pm

Los pases se pueden comprar 15 minutos después de la apertura hasta las 11:00 p. m.

*** Debido a la escasez de personal, la ventana del Centro de atención al cliente en GTC cerrará temporalmente

*** a las 7:00 p. m. todos los días. No podremos vender pases después de que se cierre la ventana. Esto comenzará

el *** martes 26 de octubre de 2021 y continuará hasta nuevo aviso.

Programas MATBUS

MAT Paratransit

Un servicio puerta a puerta para personas con discapacidades que no pueden utilizar los servicios de ruta fija de MATBUS sin asistencia. Para obtener más información y ver el proceso de solicitud, visite la [página de MAT Paratransit](#). También puede llamar a MAT Paratransit Dispatch al [701.232.7500](tel:7012327500) opción 2.

FM Ride Source

Un recurso para servicios de transporte del área para personas con discapacidades y mayores de 60 años. Los detalles se pueden encontrar en el [sitio web de FM Ride Source](#).

Comprender el mapa y los horarios

En el mapa, cada ruta de autobús tiene un color y un número únicos. Varios destinos comunes tienen su logotipo destacado en nuestro mapa. Los refugios, los centros de transferencia y las paradas de autobús designadas se indican mediante símbolos.

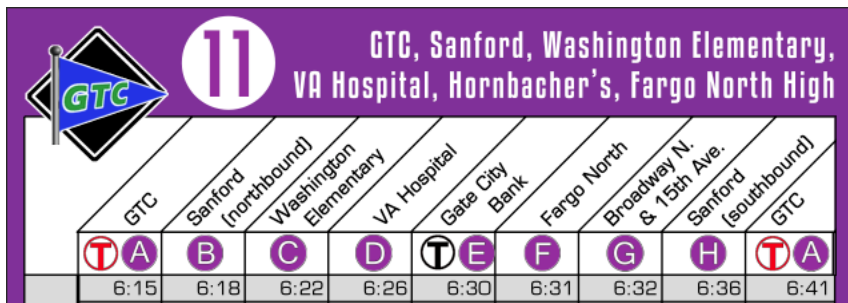
En la parte superior de cada horario, se enumeran el número de ruta y las ubicaciones comunes. Los encabezados de las columnas muestran ubicaciones clave y se enumeran en el orden en que viaja el autobús.

En la esquina superior izquierda del horario, un gráfico dentro de un diamante negro indica la ubicación desde donde se concentra la ruta (es decir, una ruta que comienza y termina en el Centro de Transporte Terrestre, como se muestra a continuación).

Encima de cada columna hay una letra dentro de un círculo que corresponde a la misma ubicación en el mapa. Debajo de los encabezados se encuentran los horarios en los que el autobús viaja por esos lugares.

Leyendo de izquierda a derecha, encuentre la ubicación más cercana a usted. Siga la columna hacia abajo para determinar la hora a la que llegará el autobús a ese lugar en particular.

La hora indicada en el horario es la más temprana que llegará un autobús a ese lugar. Si aborda la ruta en una parada de autobús que no figura en el horario, consulte la hora que figura antes del lugar de abordaje y utilícela como hora de su parada.



The image shows a purple MATBUS route sign for Route 11. At the top left is the GTC logo. To its right is a large white circle with the number '11'. Further right, the route destinations are listed in white text: 'GTC, Sanford, Washington Elementary, VA Hospital, Hornbacher's, Fargo North High'. Below this is a table with 10 columns, each representing a stop. The stops are listed diagonally above the table: GTC, Sanford (northbound), Washington Elementary, VA Hospital, Gate City Bank, Fargo North, Broadway N. & 15th Ave., Sanford (southbound), and GTC. Each stop has a corresponding letter in a colored circle (A through H, and T and A for the start and end) and a time below it.

GTC	Sanford (northbound)	Washington Elementary	VA Hospital	Gate City Bank	Fargo North	Broadway N. & 15th Ave.	Sanford (southbound)	GTC
T A	B	C	D	T E	F	G	H	T A
6:15	6:18	6:22	6:26	6:30	6:31	6:32	6:36	6:41

Ejemplo de encabezado de horario

Embarque MATBUS

Debes estar en una parada de autobús cuando esperes el autobús. Nuestros autobuses pararán en todas las señales y marquesinas de MATBUS a lo largo de su recorrido cuando un pasajero salude. Si está parado en un refugio o edificio, bájese cuando se acerque un autobús para que el conductor pueda verlo.

Las rutas *sólo* pararán en las paradas de autobús designadas. Están señalizados con un símbolo en el mapa y una señal de stop de MATBUS en el lugar de embarque. Para conocer las ubicaciones de las paradas más actualizadas, visite nuestras páginas [de horarios o mapas](#).

Antes de subir al autobús, verifique el número de ruta y los destinos que se muestran en los carteles de marquesina (ubicados en la parte delantera del autobús y en el lado del pasajero). Varias rutas de autobús diferentes pueden viajar por la misma carretera.

Espere hasta que salgan otros pasajeros antes de abordar.

A los pasajeros que utilicen un dispositivo de movilidad se les permitirá entrar o salir del vehículo primero. Los pasajeros deben solicitar adaptaciones, como extender la rampa o arrodillarse en el autobús.

Garantizando su seguridad

Tenga cuidado al entrar y salir del autobús, especialmente durante las inclemencias del tiempo.

Objetos como sillas de ruedas, cochecitos, andadores, carritos de compras, etc., no deben bloquear los pasillos.

Los paquetes dejados en el autobús pueden almacenarse en objetos perdidos y encontrados. MATBUS se reserva el derecho de deshacerse de cualquiera o todos los elementos que se dejen desatendidos.

El uso de comportamiento amenazante o lenguaje vulgar resultará en que se le pedirá que baje del autobús o del GTC.

Transferencia entre vehículos

Es posible que deba realizar transferencias entre rutas para llegar a su destino final. Las transferencias son gratuitas entre todas las rutas de MATBUS (excluyendo LinkFM) y se aceptan en cualquier ubicación a lo largo de la ruta, así como en los principales centros de transferencia (enumerados a continuación). Todos los traslados son válidos por 90 minutos.

Si paga en efectivo y necesita hacer transbordo, debe solicitar un boleto de transbordo al conductor al abordar el autobús. Las transferencias no se imprimirán al bajar del autobús. Cuando suba al segundo autobús, coloque el boleto de transferencia en la ranura en la parte superior de la caja de tarifas. Si paga con tarjeta, su transferencia está integrada y puede pasar su tarjeta en el siguiente autobús sin deducir una tarifa adicional. Si paga con la aplicación, deberá "comprar" una transferencia gratuita cuando active su billete. Luego, active ese código de barras de transferencia en tu próximo autobús.

Si su destino es un centro de transferencia, su viaje se considerará completo; por lo tanto, deberá pagar el viaje de regreso.

Los principales centros de transferencia se identifican en el mapa y en el horario mediante un círculo blanco con una 'T' roja en el medio.

- Centro de transporte terrestre (GTC)
- Centro comercial West Acres
- NDSU Transit Hub
- Courtyard by Marriott - Moorhead
- Dilworth Walmart

Salida de vehículos MATBUS

Una cuadra antes de querer salir del autobús, jale el timbre ubicado cerca de la ventana. El conductor le dejará en la siguiente parada de autobús designada.

Recuerda llevar todas tus pertenencias contigo.

Piense en "seguridad". Espere a que el autobús avance antes de cruzar la calle.

Llevar tu bicicleta en MATBUS

Todos los vehículos de recorrido fijo de MATBUS llevan en sus portabicicletas hasta tres bicicletas. Las bicicletas se acomodarán por orden de llegada.

Siempre dígame al conductor del autobús antes de pararse frente al autobús para cargar o descargar su bicicleta. MATBUS no se hace responsable de los daños personales que sufran los ciclistas que estén cargando o descargando bicicletas, ni de los daños al equipo de los ciclistas.

Para obtener más información sobre cómo llevar tu bicicleta en MATBUS, visita la [página Bike & Ride](#) .



Declaración de no discriminación

Las ciudades de Fargo, ND y Moorhead, MN operan MATBUS y brindan acceso a todos sus programas, servicios y beneficios de conformidad con el Título VI de la Ley de Derechos Civiles de 1964 sin distinción de raza, color, origen nacional o sexo (23 USC 324). , edad (42 USC 6101), discapacidad/minusvalía (29 USC 794) o estatus socioeconómico (EO 12898).

Para obtener más información o presentar una queja por discriminación, comuníquese con MATBUS al 701.241.8140. Esta declaración, así como los horarios y mapas de MATBUS, están disponibles en formato alternativo previa solicitud. MATBUS proporcionará adaptaciones razonables para personas con discapacidades cuando sea posible.

AVISO PÚBLICO CIUDAD DE FARGO Y CIUDAD DE MOORHEAD POLÍTICA DEL TÍTULO VI NO DISCRIMINACIÓN POR BASE DE RAZA, COLOR U ORIGEN NACIONAL EN PROYECTOS DE LA ADMINISTRACIÓN FEDERAL DE TRÁNSITO

La ciudad de Fargo y la ciudad de Moorhead reciben asistencia financiera federal del Departamento de Transporte de EE. UU. a través de la Administración Federal de Tránsito (FTA) para operaciones de tránsito, planificación y/o proyectos de capital y, por lo tanto, están sujetas a los requisitos de derechos civiles del Título VI.

El siguiente es un resumen de dichos requisitos del Título VI para la no discriminación en proyectos FTA que reciben esta asistencia federal.

1. Cualquier persona que sea, o busque ser, patrocinador de cualquier vehículo que sea operado como parte de un proyecto o en conjunto con él, recibirá el mismo acceso, asientos y otro trato con respecto al uso de dicho vehículo como otras personas sin distinción de su raza, color u origen nacional.

2. Ninguna persona que sea o pretenda ser empleado del patrocinador del proyecto o de los arrendatarios, concesionarios, contratistas, titulares de licencias o cualquier organización que proporcione servicios de transporte público como parte del proyecto o en conjunto con él recibirá un trato menos favorable que cualquier otro empleado o solicitante con respecto a contratación, despido, ascenso, salario o cualquier otra condición y beneficio de empleo, por motivos de raza, color u origen nacional.
3. Ninguna persona o grupo de personas será discriminado con respecto a la ruta, el horario o la calidad del servicio de transporte proporcionado como parte del proyecto por motivos de raza, color u origen nacional. La frecuencia del servicio, la antigüedad y la calidad de los vehículos asignados a las rutas, la calidad de las estaciones que prestan servicios en diferentes rutas y la ubicación de las rutas no pueden determinarse en función de la raza, el color o el origen nacional.
4. La ubicación de proyectos que requieran la adquisición de terrenos y el desplazamiento de personas de sus residencias y negocios no podrá determinarse por motivos de raza, color u origen nacional.

La ciudad de Fargo y la ciudad de Moorhead mantienen registros y otra información y presentan informes y evaluaciones de cumplimiento con respecto al Título VI según lo indicado por la FTA. Esta información puede ponerse a disposición del público previa solicitud. Las solicitudes de información sobre la ciudad de Fargo y/o la ciudad de Moorhead se pueden solicitar a Shaun Crowell, gerente de movilidad de MATBUS, ubicado en 650 23rd St N Fargo, ND 58102 o por teléfono al (701) 476-5967.

Las quejas por discriminación según el Título VI y la ADA se pueden presentar ante la ciudad de Fargo o la ciudad de Moorhead para su resolución comunicándose con Shaun Crowell, gerente de movilidad de MATBUS ubicado en 650 23rd St. N. Fargo, ND 58102 o por teléfono al (701) 476- 5967. Si el demandante no está satisfecho con la resolución de la Ciudad de Fargo o la Ciudad de Moorhead, la misma queja puede presentarse a la FTA o al Secretario de Transporte dentro de los 180 días calendario posteriores a la fecha de la supuesta discriminación. La Oficina de Derechos Civiles de FTA es:

Oficina de Derechos Civiles de la Administración Federal de Tránsito
Atención: Equipo de Quejas
Edificio Este, 5.º piso – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

Los carteles de no discriminación del Título VI y todos los avisos públicos del Título VI se publican en lugares accesibles y visibles para que todos puedan verlos y leerlos.

Título VI, ADA y discriminación

Título VI, ADA y discriminación

Archivo

Tamaño Tipo

[Declaración de política de discriminación de Fargo](#)

339,86KB PDF

[Título VI Formulario de queja por discriminación según la ADA](#)

146,38KB PDF

Información del contacto

Oficina administrativa de MATBUS
650 23rd St N
Fargo, ND 58102

[Obtener direcciones >](#)

[701.241.8140](#)

Horas de oficina

Lunes - Viernes
7:45 am - 4:30 pm
Excepto días festivos legales

Información del contacto

First Transit - Contratista de servicios al conductor
650 23rd St N
Fargo, ND 58102

[Obtener direcciones >](#)

[701.241.8171](#)

Horas de oficina

Lunes - Viernes
8:00 am - 5:00 pm

Visión general

MAT Paratransit es transporte público para personas con discapacidades que no pueden usar el servicio de autobús de ruta fija Fargo-Moorhead MATBUS sin asistencia. Los vehículos tienen ascensores para ayudar a subir a las personas que no pueden subir escaleras. El límite de peso máximo para un elevador de vehículos de paratransito MAT es de 800 libras, incluido el peso combinado del pasajero y el dispositivo de movilidad. Se requieren reservas anticipadas. Este servicio es a la puerta, con conductores disponibles para ayudar al pasajero entre el vehículo y el edificio. MAT Paratransit no proporciona servicio médico de emergencia.

Paratransito MAT

MAT Paratransit brinda servicio de transporte de puerta a puerta con reserva para personas con discapacidades que son elegibles para ADA Paratransit y no pueden utilizar el servicio de ruta fija de MATBUS de forma independiente (consulte la Sección 3.1-Criterios de elegibilidad). MAT Paratransit cuenta con camionetas y/o autobuses accesibles con elevadores para sillas de ruedas.

Somos un servicio de viaje compartido

MAT Paratransit es un servicio de viaje compartido, lo que significa que el pasajero no puede ir directamente a su destino sin que el conductor se detenga para recoger o dejar a otros pasajeros en el camino. Paratransit ofrece más de 200 viajes por día. Los horarios de los conductores se diseñan con anticipación para acomodar estos viajes de la manera más eficiente posible dentro de los límites de la ciudad de Moorhead, Dilworth, Fargo y West Fargo.

Vía de Servicio

Regulaciones federales

El servicio de paratransito Metro Area Transit (MAT) está financiado en parte por los gobiernos federal, estatal y local. Las pautas operativas deben cumplir con las regulaciones federales, estatales y locales.

Servicio de autobús de ruta fija MATBUS

En el área metropolitana de Fargo-Moorhead, hay una cantidad de autobuses que viajan en rutas predeterminadas o fijan horarios regulares. Este servicio se denomina MATBUS y está abierto al público en general. Para usar MATBUS, es posible que deba viajar a la parada de autobús, esperar afuera hasta que llegue el autobús, hacer transbordo entre autobuses, reconocer su destino, etc. Todos los autobuses tienen rampas para sillas de ruedas.

Información de MATBUS

Para obtener información sobre el horario de MATBUS, llame al Centro de Transporte Terrestre al 701.232.7500 entre las 6 am y las 11:15 pm de lunes a viernes y entre las 7 am y las 11:15 pm los sábados. Visite el sitio web de MATBUS en www.matbus.com.

Cómo viajar en paratransito

Puede viajar en cualquier lugar dentro de los límites de la ciudad de Fargo y West Fargo, Dakota del Norte, y Moorhead y Dilworth, Minnesota. Puede viajar en MAT Paratransit por cualquier motivo: ir de compras, salir a cenar, citas médicas, socializar y otros.

en caso de nieve

El servicio se verá afectado durante un evento de nieve. Los conductores solo viajarán en caminos que estén razonablemente libres de nieve. El servicio puede cancelarse durante un gran evento de nieve. Escuche KFGO 790AM para recibir anuncios relacionados con el clima.

Procedimientos de recogida

Cuando llame para reservar un viaje, el Despachador de Tránsito le dará 15 MIN. hora de recogida programada. El vehículo puede llegar en cualquier momento 15 minutos antes o después de la hora de recogida programada. Debes estar listo en la entrada con el abrigo puesto y los paquetes juntos.

Todos los pasajeros deben estar listos 15 minutos antes de la hora de recogida programada y permitir que pasen 15 minutos más allá de su hora de recogida antes de llamar a Transit Dispatchers al 701-235-4464 Opción 2 para preguntar sobre su viaje. Los pasajeros deben estar listos para salir con abrigo puesto, paquetes juntos, en el lobby, etc.

Al llegar, el conductor hará sonar la bocina. Por lo general, el conductor se detendrá junto a la acera y no podrá ingresar a la entrada de una casa residencial. El conductor esperará cinco minutos a que aparezca el pasajero. Si el pasajero no se presenta dentro de los cinco minutos, se considerará como "no show". El Transit Dispatcher no está obligado a llamar al pasajero si el pasajero no está listo cuando llega el vehículo. El conductor no está obligado a entrar en el edificio para buscar al pasajero. El conductor debe mantener el vehículo a la vista en todo momento.

Si el vehículo llega antes de los 15 minutos antes de la hora de recogida programada, el conductor se estacionará fuera de la vista del pasajero. Luego, el conductor esperará hasta 15 minutos antes de la hora de recogida programada antes de ir al lugar de recogida y hacer sonar la bocina y comenzar a contar los cinco minutos permitidos para que aparezca el pasajero.

Si el vehículo de paratransito llega más de 15 minutos después de la hora programada y el pasajero rechaza el servicio o no se presenta, se considerará un "viaje perdido" en lugar de una "ausencia" y el pasajero no está obligado a pagar la tarifa. .

Si el vehículo se retrasa más de media hora más allá de la hora de recogida programada, el despachador de tránsito intentará comunicarse con el pasajero para ofrecerle una hora de recogida revisada. El pasajero podrá en ese momento optar por cancelar el viaje sin obligación de pagar la tarifa.

La entrada al edificio donde lo recogerán será la misma entrada a la que lo llevarán de regreso, a menos que notifique al Despachador de Tránsito de manera diferente al momento de reservar su viaje.

Esperamos cinco minutos

Al llegar, el conductor hará sonar la bocina. El conductor esperará cinco minutos para que usted aparezca. Si no se presenta, el conductor puede irse y se considerará que no se presentó. No se requiere que el conductor ingrese al edificio para buscarlo, ni se requiere que el despachador de tránsito lo llame y le notifique que llegó Paratransit.

Si llegamos temprano

Si el vehículo llega antes de los 15 minutos antes de la hora de recogida programada, el conductor se estacionará fuera de la vista del pasajero. Luego, el conductor esperará hasta 15 minutos antes de la hora de recogida programada antes de ir al lugar de recogida y hacer sonar la bocina y comenzar a contar los cinco minutos permitidos para que aparezca el pasajero.

si llegamos tarde

Si el vehículo de paratransito llega más de 15 minutos después de la hora programada y el pasajero rechaza el servicio o no se presenta, esto se considerará un viaje perdido en lugar de no presentarse. Los pasajeros no son penalizados por viajes perdidos.

Asistencia al conductor

Previo solicitud, el conductor ayudará a los pasajeros entre el vehículo y la entrada de una casa, edificio de apartamentos u otro edificio. Dicha asistencia debe solicitarse con anticipación notificando al Despachador de Tránsito cuando realice su reserva. Si el pasajero ha indicado en su solicitud que requiere asistencia del conductor regularmente, el Despachador de Tránsito deberá indicarlo en el horario del conductor para todos los viajes futuros.

La asistencia al conductor finaliza cuando el conductor ha ayudado al pasajero a pasar por la puerta principal del edificio. Esto incluye asistencia a través de una entrada corta a la parte del edificio con clima controlado. Si el pasajero necesita asistencia adicional más allá de la puerta principal, debe pedirle a alguien que lo espere en la puerta o que lo acompañe un asistente de cuidado personal. El conductor no ayudará a las personas en sillas de ruedas a ingresar a edificios que no

sean accesibles (aparte de abrir las puertas), ni los conductores empujarán las sillas de ruedas a través de áreas que no hayan sido limpiadas de nieve.

Los pasajeros que no puedan comportarse de manera independiente dentro del vestíbulo de un edificio de origen/destino deben recibir a alguien en la puerta o tener un asistente de cuidado personal que los acompañe. Si el edificio de destino está cerrado, no hay un asistente de cuidado personal y no hay nadie disponible para recibir a la persona, el conductor, después de recibir primero la aprobación del Despachador de Tránsito, puede devolver a la persona al lugar de origen en el siguiente horario disponible. viaje. Para la seguridad del pasajero, los sucesos constantes pueden resultar en la necesidad de que un PCA acompañe al pasajero.

Si se solicita, el conductor ayudará con dos bolsas del tamaño de una tienda de comestibles o con un carrito plegable pequeño. El conductor no llevará paquetes más allá de la primera puerta. El espacio para paquetes es limitado. El pasajero debe poder llevar sus paquetes en un solo viaje y los paquetes deben estar asegurados de manera segura mientras están en el vehículo. Se espera que los invitados y asistentes de cuidado personal ayuden al pasajero.

MAT Paratransit se reserva el derecho de negarse a dar servicio o cargar en un lugar que se considere inseguro para el pasajero, el conductor o el vehículo/equipo, incluidas las áreas sin nieve. El conductor intentará encontrar un punto de carga alternativo que el conductor considere seguro y aceptable para el pasajero. El conductor debe poder mantener el vehículo a la vista en todo momento, y no puede ayudar a los pasajeros a una entrada que se lo impida.

El servicio se verá afectado durante un evento de nieve. Los conductores solo viajarán en caminos que estén razonablemente libres de nieve. Si un pasajero sale de su residencia durante un evento de nieve y planea regresar a esa residencia ese día, es responsabilidad del pasajero organizar la remoción de nieve en su propiedad para que haya un camino despejado para que el conductor ayude al pasajero a la puerta. El conductor no debe abrir un camino a la puerta para el pasajero.

Si es probable que ocurra un gran evento de nieve, las ciudades de Fargo y Moorhead pueden cancelar el servicio. Los pasajeros deben escuchar a los medios locales para saber si el servicio ha sido cancelado. Si durante la tarde parece que el servicio puede cancelarse al día siguiente, los despachadores de tránsito pueden comunicarse con los pasajeros para determinar el curso de acción apropiado.

Las rampas hasta la puerta del pasajero deben ser seguras tanto para el pasajero como para el conductor. El pasajero es responsable de disponer que la rampa esté libre de nieve y hielo. Si hay una pregunta de seguridad, como el grado de la rampa, MATBUS puede comunicarse con Freedom Resource Center for Independent Living para evaluar la rampa y hacer recomendaciones.

Bolsas Y Paquetes

Si se solicita, el conductor ayudará con dos bolsas del tamaño de una tienda de comestibles o con un carrito plegable pequeño. El conductor no llevará paquetes más allá de la primera puerta del edificio. El espacio para paquetes es limitado. Los paquetes deben transportarse en un solo viaje y deben estar asegurados de manera segura mientras están en el vehículo. Se espera que los invitados y asistentes de cuidado personal ayuden al pasajero.

Ascensor para sillas de ruedas

Los pasajeros que utilicen el ascensor para sillas de ruedas serán asistidos por el conductor para subir y bajar del ascensor. Es más seguro para el pasajero retroceder su dispositivo de movilidad en el elevador en el vehículo Paratransit. El pasajero puede esperar que su dispositivo de movilidad esté debidamente asegurado en cuatro lugares. Las sillas de ruedas y los scooters deben estar asegurados durante el transporte. Los pasajeros deben usar un cinturón de seguridad y una correa para el hombro cuando estén disponibles.

Ayudas de movilidad

Los pasajeros con ayudas para la movilidad son responsables de mantener su equipo en condiciones de seguridad y funcionamiento. Esto incluye mantener las baterías cargadas en las sillas de ruedas y scooters eléctricos y mantener los frenos manuales de las sillas de ruedas en buen estado de funcionamiento.

¡Mantenga un camino despejado!

Es responsabilidad del pasajero mantener un camino despejado hacia su puerta para que el conductor pueda proporcionar el servicio de puerta a puerta. Mantenga las aceras y las rampas libres de nieve y no espere que el conductor abra camino hasta la puerta.

El conductor puede negarse a llevarlo a lugares que no son seguros para el pasajero, el conductor o el vehículo, incluidas las áreas que no están limpias de nieve.

Denegación de servicio

MAT Paratransit puede negarse a brindar el servicio a una persona porque esa persona participa en una conducta violenta, gravemente perturbadora o ilegal. Sin embargo, la Ciudad no se negará a brindar el servicio únicamente porque la discapacidad de la persona resulte en una apariencia o un comportamiento involuntario que pueda ofender, molestar o incomodar a los empleados de la Ciudad, contratistas u otras personas.

Asistente de cuidado personal (PCA)

Un asistente de cuidado personal (PCA) se considera una ayuda para la movilidad y se le permite viajar gratis. Si necesita un asistente de cuidado personal, indíquelo en el formulario de solicitud de elegibilidad. Los asistentes de atención personal deben tener el mismo destino inicial y final que la persona elegible. Los ejemplos de circunstancias en las que puede necesitar un PCA durante el transporte o en su destino podrían incluir a alguien que lo ayude a ver, caminar, hablar, comer, ir al baño, etc.

Otra persona "elegible para paratransito de la ADA" no calificará como asistente de cuidado personal a menos que actúe en calidad de asistente de cuidado personal.

Los familiares o amigos se consideran invitados y no asistentes de cuidado personal, a menos que actúen en calidad de asistente de cuidado personal.

Los asistentes de cuidado personal permanecerán con el pasajero durante todo el viaje y hacia/desde el edificio. Si lo desea, un asistente de atención personal puede ayudar al pasajero entre el vehículo y el edificio en lugar de que el conductor brinde esta asistencia.

MAT Paratransit se reserva el derecho de requerir un asistente de cuidado personal cuando se transporta a un pasajero que tiene una condición médica o de comportamiento documentada que podría representar una situación insegura para el conductor o cualquiera de los pasajeros.

El pasajero de Paratransit es responsable de traer su propio asistente de cuidado personal (PCA). MATBUS no proporciona un PCA o asistente en el vehículo con el conductor. Las responsabilidades principales del conductor son asegurar al pasajero y conducir el vehículo de manera segura. Si una persona no puede viajar sola con extraños por hasta una hora, es responsabilidad del pasajero traer un PCA.

tomando un invitado

Cada pasajero puede tener una persona que lo acompañe como invitado. Más invitados pueden viajar siempre que haya espacio disponible y no se rechace el viaje a ningún cliente elegible.

El destino inicial y final del huésped debe ser el mismo que el suyo. El invitado debe pagar una tarifa para viajar.

Un asistente de cuidado personal no cuenta como invitado. Puede viajar con un asistente de cuidado personal y un invitado.

Responsabilidades del pasajero

Todos nuestros pasajeros de Paratransit son importantes para nosotros y nos esforzamos por brindar un servicio constante y confiable. Como servicio de viaje compartido, es importante que los pasajeros de Paratransit comprendan el impacto que tiene su comportamiento en otros pasajeros de Paratransit y en la prestación del servicio. Los ejemplos de comportamiento que interrumpen el servicio de paratransito incluyen, entre otros, un pasajero que no está listo cuando llega el conductor y espera que el conductor espere más de 5 minutos o regrese en otro momento, hace varias reservas y luego las cancela/reprograma. dentro de varios días, no tener un boleto y esperar un viaje a crédito, o esperar que el conductor cambie el destino del viaje programado. Un pasajero de Paratransit será notificado de comportamiento disruptivo por carta. Un patrón de comportamiento disruptivo resultará en una suspensión.

Cinturon de seguridad

Los pasajeros deben usar un cinturón de seguridad y una correa para el hombro cuando estén disponibles. Los niños menores de ocho años o que miden 4 pies y 9 pulgadas deben usar un sistema de sujeción para niños mientras viajan en el vehículo Paratransit. El pasajero adulto es responsable de proporcionar un asiento para niños que se ajuste adecuadamente a su hijo y de ajustar adecuadamente el asiento para asegurar a su hijo (como orientación hacia adelante/atrás, altura y tensión de la correa para el hombro). El conductor se asegurará de que el asiento para niños esté correctamente sujeto con el cinturón de seguridad al vehículo. La falta de uso del cinturón de seguridad resultará en la negación de los servicios de transporte al cliente para ese viaje.

Uso de rampas/ascensores y aseguramientos/cinturones de seguridad dentro del vehículo

Rampa/Ascensor

El conductor siempre operará la rampa o ascensor y mantendrá al pasajero bajo vigilancia en todo momento durante dicha operación. Los pasajeros que usen una rampa/ascensor serán asistidos para entrar y salir de la rampa/ascensor por el conductor. Es más seguro para el pasajero retroceder su dispositivo de movilidad en el elevador en el vehículo Paratransit. Un pasajero puede negarse a retroceder en el ascensor y entrar en él en su lugar. El conductor debe recomendar al pasajero que entre en el ascensor hacia atrás. No se negará el servicio si el pasajero se niega a retroceder su dispositivo de movilidad en el elevador.

Aseguramiento del dispositivo de movilidad

Para aquellos que usan un dispositivo de movilidad, el pasajero puede esperar que su dispositivo de movilidad esté debidamente asegurado en cuatro lugares además del pasajero que usa un cinturón de seguridad con correa para el hombro. Una vez que el dispositivo de movilidad esté debidamente asegurado, el conductor informará al despacho por radio "10-99, todos los puntos asegurados" antes de que el vehículo se ponga en movimiento. Las sillas de ruedas deben estar aseguradas durante el transporte. Los pasajeros en sillas de ruedas eléctricas tendrán el interruptor principal en la posición de "apagado" en todo momento mientras el vehículo esté en movimiento.

La negativa del usuario a permitir dispositivos de seguridad resultará en la denegación del servicio. Se harán excepciones a los requisitos obligatorios del cinturón de seguridad por razones médicas al recibir una declaración por escrito de un médico que indique que la persona no puede ser transportada de manera segura usando cinturones de seguridad debido a una condición médica, tamaño corporal o discapacidad física.

De acuerdo con ADA, si el operador de tránsito tiene una política que requiere seguridad, o si un pasajero solicita que la silla de ruedas esté asegurada, la Sección 37.165 (f) de las regulaciones de ADA del DOT requiere que el personal de tránsito haga todo lo posible para asegurar el dispositivo de movilidad. La sección 37.165(d) establece que los operadores de tránsito no pueden negarse a acomodar una silla de ruedas común, incluido un scooter u otro dispositivo

de movilidad especializado que cumpla con las especificaciones de la regulación de la ADA, porque la silla de ruedas no se puede asegurar a satisfacción del conductor.

Capacidad del ascensor

De acuerdo con la ADA, los proveedores de tránsito deben llevar una silla de ruedas y un ocupante si el ascensor y el vehículo pueden acomodarlos físicamente, a menos que hacerlo sea incompatible con los requisitos legítimos de seguridad. Los "requisitos de seguridad legítimos" incluyen circunstancias tales como una silla de ruedas de tal tamaño que bloquearía un pasillo, sería demasiado grande para ingresar al vehículo o interferiría con la evacuación segura de los pasajeros en una emergencia. Las rampas y elevadores de MATBUS no deben usarse para dispositivos de movilidad de más de 800 libras cuando están ocupados.

Cinturones

de seguridad Los pasajeros deben usar un cinturón de seguridad y una correa para el hombro cuando estén disponibles.

Los niños menores de ocho años o que midan 4 pies y 9 pulgadas deben usar sistemas de sujeción para niños mientras viajan en el vehículo Paratransit. El pasajero adulto es responsable de proporcionar un asiento para niños que se ajuste adecuadamente a su hijo y de ajustar adecuadamente el asiento para asegurar a su hijo (como orientación hacia adelante/atrás, altura y tensión de la correa para el hombro). El conductor se asegurará de que el asiento para niños esté correctamente sujeto con el cinturón de seguridad al vehículo. La falta de uso del cinturón de seguridad resultará en la negación del servicio de transporte al cliente para ese viaje.

Restricciones de capacidad

Las ciudades de Fargo y Moorhead no establecerán patrones o prácticas operativas que limiten significativamente la disponibilidad del servicio. Por lo tanto, se mantendrán registros y se revisarán trimestralmente de recogidas inoportunas, denegaciones de viajes, viajes perdidos y viajes excesivamente largos (consulte las definiciones a continuación) para considerar la necesidad de vehículos adicionales para cumplir con la capacidad. Debe haber un patrón consistente y los problemas deben considerarse sustanciales para que se consideren limitaciones de capacidad. Si se identifica una restricción de capacidad significativa, se pueden poner en servicio vehículos adicionales para satisfacer la demanda.

Recolecciones inoportunas: las recolecciones que sean 15 minutos más tarde de la hora programada se considerarán recolecciones inoportunas.

Denegaciones de viajes: las regulaciones permiten que las recogidas se programen hasta una hora antes o después de la hora solicitada. Si el Despachador de Tránsito le ofrece al individuo un tiempo más allá de una hora antes o después del tiempo solicitado y el tiempo ofrecido es inaceptable para el individuo, el viaje no se considerará "denegado". Las solicitudes de servicio el mismo día no se aplican. Las solicitudes de servicio hacia/desde áreas a más de 3/4 de milla de las rutas fijas de MATBUS no se cuentan como denegaciones de viaje. Las solicitudes de servicio en domingo no cuentan como denegaciones de viaje ya que las Rutas Fijas de MATBUS no operan en domingo.

Si Transit Dispatcher ofrece un viaje dentro de una hora antes o después de la hora de recogida solicitada y el pasajero rechaza el viaje, regístrelo como un rechazo. El viaje de regreso también se registraría como un rechazo si el pasajero decide no tomarlo.

Viaje perdido: Los viajes que no se completan porque el vehículo no llegó en absoluto o porque el vehículo llegó en cualquier punto fuera de la ventana de recogida y el pasajero no desea realizar el viaje se cuentan como viajes perdidos. Los viajes perdidos no se pueden descontar del pasajero y el pasajero puede negarse a realizar el viaje sin penalización si el vehículo llega fuera de la ventana de recogida.

Recogida tardía: el vehículo llega a cualquier punto fuera de la ventana de recogida y el cliente elige realizar el viaje aunque sea tarde.

Viajes excesivamente largos: MAT Paratransit garantizará que los tiempos de viaje del paratransito sean comparables a los tiempos de viaje en el servicio de ruta fija local. Se realizarán muestreos aleatorios diarios, de cinco (5) viajes menores a 30 minutos, cinco (5) viajes entre 30 minutos y 60 minutos y todos los viajes mayores a 60 minutos. Nuestro objetivo será que el 90 % de la duración de los viajes de paratransito muestreados sea igual o no mayor a 15 minutos más que la duración del viaje de la ruta fija comparable.

MAT Paratransit no se responsabiliza por los problemas operativos causados por circunstancias fuera de nuestro control, como el clima imprevisto o problemas de tráfico (trenes, accidentes, etc.). Dichos problemas no se considerarán al establecer si existen o no patrones que limiten la disponibilidad del servicio.

Ayudas a la movilidad y equipos de soporte vital

Los pasajeros elegibles para el paratransito de la ADA pueden viajar con animales de servicio capacitados para ayudarlos. Los animales de servicio incluyen perros guía utilizados por personas con problemas de visión o audición, y perros y otros animales que brindan ayuda a personas con problemas de movilidad.

Animales de servicio: La ADA define un animal de servicio como cualquier perro guía, perro de señales u otro animal entrenado individualmente para brindar asistencia a una persona con una discapacidad. Si cumplen con esta definición, los animales se consideran animales de servicio según la ADA, independientemente de si han sido autorizados o certificados por un gobierno estatal o local. Los animales de apoyo emocional no se consideran animales de servicio según la ADA.

Los animales de servicio realizan algunas de las funciones y tareas que la persona con discapacidad no puede realizar por sí misma. Algunos ejemplos incluyen:

- Perros

guía • Alertar a las personas con discapacidad auditiva sobre los sonidos.

- Tirar de sillas de ruedas o cargar y recoger cosas para personas con problemas de movilidad.
- Ayudar a las personas con problemas de movilidad con el equilibrio.
- Respuesta ante convulsiones/animales de alerta que alertan a las personas con trastornos convulsivos sobre las convulsiones que se avecinan y/o ayudan a la persona durante y después de la convulsión.

Algunos animales de servicio, pero no todos, usan collares o arneses especiales, tienen licencia o están certificados y tienen documentos de identificación. Si el conductor no está seguro de que un animal es un animal de servicio, puede preguntarle a la persona que tiene el animal si es un animal de servicio requerido debido a una discapacidad. El conductor también puede preguntar qué tipo de servicio brinda el animal.

El Departamento de Justicia establece:

Puede excluir a cualquier animal, incluido un animal de servicio, de su instalación o vehículo cuando el comportamiento de ese animal represente una amenaza directa para la salud o la seguridad de los demás. Por ejemplo, se puede excluir cualquier animal de servicio que muestre un comportamiento despiadado hacia otros pasajeros o el conductor. Sin embargo, no puede hacer suposiciones sobre cómo es probable que se comporte un animal en particular en función de su experiencia pasada con otros animales. Cada situación debe ser considerada individualmente.

Los pasajeros elegibles pueden viajar con equipo de soporte vital portátil, como respiradores y oxígeno portátil.

Los pasajeros con ayudas para la movilidad son responsables de mantener su equipo en condiciones de seguridad y funcionamiento. Esto incluye mantener las baterías cargadas en las sillas de ruedas y scooters eléctricos y mantener los frenos manuales de las sillas de ruedas en buen estado de funcionamiento. Si se requiere que un pasajero use cierta ayuda para la movilidad, como un andador o un bastón, es responsabilidad del pasajero saber cuándo se debe usar ese equipo para viajar con seguridad o tener un asistente de cuidado personal que lo ayude.

Cambios de ruta

El conductor de MAT Paratransit no puede cambiar una ruta (los puntos de recogida o de destino) o hacer desvíos a pedido del pasajero sin primero solicitar y recibir la autorización del Despachador de Tránsito. El Transit Dispatcher tiene el horario maestro para todas las rutas y es consciente del impacto de cambiar el punto de recogida o destino de un vehículo en relación con todo el sistema.

Actividades Prohibidas

No se permite fumar, comer o beber mientras se está en el vehículo.

Los conductores no pueden usar ningún tipo de auriculares, teléfono celular o accesorio de teléfono celular mientras conducen u operan un vehículo de tránsito o autobús. El término “teléfono celular” incluye, pero no se limita a: teléfonos celulares y móviles, dispositivos móviles u otros dispositivos electrónicos para comunicaciones personales, dispositivos electrónicos de mano o manos libres, auriculares, bluetooth, reconocimiento de voz, etc. Llamadas de un emergencia para un conductor en servicio se puede hacer a través de la oficina de Paratransit, y el Despachador de Tránsito comunicará la emergencia al conductor por medio de la radio o tableta de dos vías proporcionada por la Ciudad. Los teléfonos celulares se apagarán mientras un conductor tenga el control del vehículo de tránsito o autobús; tener el teléfono celular en modo vibrador o silencioso no será aceptable.

Comportamiento perturbador

Como servicio de viaje compartido, es importante que los pasajeros de Paratransit comprendan el impacto que tiene su comportamiento en otros pasajeros de Paratransit y en la prestación del servicio. Los ejemplos de comportamiento que interrumpen el servicio de paratransito incluyen, entre otros, un pasajero que no está listo cuando llega el conductor y espera que el conductor espere más de 5 minutos o regrese en otro momento, hace varias reservas y luego las cancela/reprograma. dentro de varios días, no tener un boleto y esperar viajar a crédito, o esperar que el conductor cambie el destino del viaje programado. Se enviará una carta que identifique su comportamiento disruptivo al usuario de Paratransit. Un patrón de comportamiento perturbador dará como resultado que se envíe una carta que describa la sanción y cómo apelar la sanción.

MAT Paratransit puede negarse a brindar el servicio a una persona porque esa persona participa en una conducta violenta, gravemente perturbadora o ilegal. Sin embargo, la Ciudad no se negará a brindar el servicio únicamente porque la discapacidad de la persona resulte en una apariencia o un comportamiento involuntario que pueda ofender, molestar o incomodar a los empleados de la Ciudad, contratistas u otras personas.

MAT Paratransit se reserva el derecho de requerir un asistente de cuidado personal al transportar a un pasajero que tenga una condición médica o de comportamiento documentada que podría representar una situación insegura para la persona, el conductor o cualquiera de los pasajeros. MAT Paratransit puede suspender la elegibilidad o revocar permanentemente los privilegios de viajar si nuestros registros indican que el pasajero ha amenazado o abusado de un conductor u otro pasajero.

MAT Paratransit se reserva el derecho de negar la entrada a un vehículo si el pasajero parece desordenado o lleva al conductor a concluir que el pasajero exhibirá un comportamiento perturbador que representaría una amenaza para la seguridad no solo del conductor sino también de los demás pasajeros, incluidos, entre otros, limitado a, intoxicación y uso de drogas ilegales.

No se permite el uso de lenguaje ofensivo al dirigirse al Despachador de Tránsito, conductor u otros pasajeros. La negativa a interrumpir el uso a pedido puede resultar en la denegación del viaje. Se registrarán las denegaciones de servicio. Si la denegación se realiza por motivos distintos al tiempo solicitado que no estaba disponible, se documentará el motivo y se notificará al pasajero o a su padre/tutor por correo o llamada telefónica.

Horas de Servicio

Lunes Viernes

6:15 am a 11:15 pm

sábado

7:15 am a 11:15 pm

Domingo

7:00 am a 5:00 pm

Todos los viajes deben completarse y los pasajeros deben llegar a su destino antes de las 11:15 p. m. Las horas de inicio enumeradas anteriormente son las más tempranas en las que un pasajero puede programar una recogida. El operador del autobús puede llegar hasta 15 minutos antes de la hora prevista.

Días festivos

MAT Paratransit no funciona en los siguientes días festivos: Año Nuevo, Semana Santa, Día de los Caídos, Día de la Independencia, Día del Trabajo, Día de Acción de Gracias, Nochebuena después de las 5 pm y Navidad.

Tarifa con descuento

Se alienta a las personas con discapacidades que pueden viajar en MATBUS a que lo hagan y pueden viajar por una tarifa con descuento, que es de 75¢. Para recibir la tarifa con descuento, debe mostrarle al conductor una tarjeta de Medicare o una Tarjeta de Usuario Especial cuando suba al autobús. Un pase de 30 días cuesta \$26 para una persona con una tarjeta de usuario especial.

Tarjeta de identificación del pasajero

Una tarjeta de identificación de pasajero se entrega a una persona como certificación de que tiene derecho a ciertos servicios especiales de transporte de MAT. La elegibilidad condicional se indica en la tarjeta. Las tarjetas son emitidas por las Oficinas de Tránsito de las Ciudades de Fargo y Moorhead.

Programar un viaje

Llame al 701.235.4464 Opción 2

7-1-1 Retransmisión (solo TDD)

Para reservar un viaje. El horario de oficina es de 8 am a 4:30 pm, de lunes a viernes. Todas las llamadas se deben recibir antes de las 4:30 p. m. Las reservas se deben hacer al menos un día antes de cuando se necesita el viaje y se pueden hacer con hasta 8 días de anticipación. Las reservas para el mismo día se acomodarán según lo permita el espacio.

Negociar su tiempo de viaje

El Despachador de Tránsito lo ayudará a reservar una hora de recogida. Dado que este es un servicio de viaje compartido que involucra a varios pasajeros a la vez, es posible que Transit Dispatcher no pueda programar su viaje a la hora solicitada.

El Despachador de Tránsito puede negociar con usted una hora alternativa dentro de una hora antes o después de la hora solicitada inicialmente para acomodar las reservas ya realizadas por otros pasajeros. Un pasajero puede pedirle al despachador de tránsito un número de confirmación una vez que se haya programado el viaje.

La siguiente información debe ser entregada al Despachador de Tránsito:

Nombre de cada pasajero elegible

Si está acompañado por un asistente de cuidado personal e invitados

Dirección de recogida y destino

Hora a la que desea llegar a destino

Hora de regreso

Si se requiere asistencia al conductor

Número de teléfono

domingos y festivos

La ADA no exige el servicio de paratransito los domingos porque no hay servicio de ruta fija de MATBUS los domingos. Las ciudades de Fargo, West Fargo, Moorhead y Dilworth eligen ofrecer un servicio limitado durante el horario de 7:00 a. m. y 5:00 p. m. para las personas que son elegibles para el servicio de paratransito.

Las reservas se realizarán a través de un contestador automático los domingos y festivos solo para el servicio del día siguiente.

Para comunicarse con los conductores de Paratransit los domingos, comuníquese con: 701.730.8777 No llame a este número para hacer reservaciones.

Programación de viajes de suscripción

Si necesita viajar regularmente a la misma hora y al mismo destino, puede solicitar una reserva de suscripción. Las suscripciones tienen una disponibilidad limitada y están determinadas por MAT Paratransit. Si tiene una suscripción, no necesitará llamar todas las semanas para reservar sus viajes. Tendrá que cancelar su viaje si sus planes cambian.

Los viajes de suscripción durante las horas de mayor demanda pueden estar restringidos a viajes de trabajo, escuela, comidas y servicios médicos. Se pueden establecer listas de espera. La cancelación constante de su viaje de suscripción puede resultar en la pérdida de la reserva.

Programación de viajes de regreso

Debe hacer una reserva de regreso al mismo tiempo que hace su reserva para que lo recojan para un viaje no médico. Las solicitudes de pasajeros para cambiar los horarios de recogida de regreso porque están listos temprano pueden aceptarse si hay espacio disponible. El conductor no debe hacer que otros pasajeros se retrasen o prolonguen indebidamente su viaje para adaptarse a una recogida anticipada. El pasajero no debe esperar que se proporcione un viaje más temprano si llama para que lo recojan antes.

Viajes de regreso médico

Si lo dejan en una cita médica y espera terminar antes de las 2:00 p. m. de lunes a viernes, llame al despachador de tránsito cuando esté listo para que lo recojan. Si su cita médica no terminará hasta después de las 2:00 p. m., es necesaria una reserva de regreso. Los retrasos médicos se acomodan lo mejor que podemos cuando las citas duran más de lo previsto.

Cancelaciones, no presentaciones y sanciones

Si sus planes cambian, debe llamar para cancelar su reserva. Los viajes deben cancelarse al menos dos horas antes de la hora de recogida programada. De lo contrario, serán considerados como "No Show" y sujetos a penalización. Si recibe 3 o más ausencias en un período de 30 días y equivalen al 10 % o más de sus viajes totales en ese período, enfrentará una suspensión del servicio de 1 semana. Las violaciones continuas de la política de no presentarse resultarán en suspensiones más prolongadas. Se tendrán en cuenta los problemas relacionados con la discapacidad o si el conductor llega más de 15 minutos tarde a su recogida.

Si no está presente y listo para partir cuando llega el vehículo y el conductor esperó 5 minutos, se considera que su viaje no se presentó. Su viaje de regreso programado previamente permanecerá en el horario a menos que llame y lo cancele. Si no está presente para el viaje de regreso programado previamente, ese viaje se considerará como una ausencia adicional.

Costo de viaje

Cada pasajero e invitado debe pagar una tarifa.

Tarifa exacta requerida

Los conductores no dan cambio.

Cupón prepago de \$3.00 en efectivo

de \$3.00 (Se vende en libros de 20 por \$60)

Los PCA

Los asistentes de cuidado personal y los niños menores de 7 años viajan gratis con un pasajero elegible.

Los libros de cupones se pueden comprar al conductor en su próximo viaje. Los libros de cupones NO son reembolsables.

¿Puedo pagar por adelantado?

Las tarifas no pueden pagarse por adelantado (excepto mediante la compra de cupones) ni facturarse en una fecha posterior. El pasajero debe pagar su viaje en el momento en que viaja. Es aceptable pagar el viaje y el viaje de regreso al mismo tiempo.

Cada tarifa es aplicable a un viaje completo. Una vez que el pasajero desembarca del vehículo o llega a un destino, se completa un viaje. Al ingresar nuevamente al mismo u otro vehículo, se inicia un nuevo viaje y el pasajero deberá pagar una nueva tarifa.

La tarifa por cada viaje de ida es de \$3.00 en efectivo. Se requiere la tarifa exacta; los conductores no tienen cambio. Los libros de cupones se pueden comprar por \$60.00 y contienen 20 cupones de viaje. Los libros de cupones están disponibles en MAT Paratransit, Metro Transit Garage, 650 23rd Street North, Fargo, ND 58102, o con el conductor de MAT Paratransit. El conductor cobrará el pago al pasajero en el momento en que reciba el talonario. Las siguientes condiciones se aplican a las ventas de libros de cupones: (1) Los cupones no se pueden canjear por efectivo bajo ninguna circunstancia. (2) Los libros perdidos o robados no serán reemplazados. (3) Los cupones son válidos solo en MAT Paratransit y Metro Senior Ride.

Esta estructura de tarifas se aplica tanto a la persona elegible como a sus invitados. Los asistentes de cuidado personal viajan gratis. Los niños en edad preescolar (menores de 7 años) viajan gratis cuando van acompañados por un pasajero adulto elegible.

Las tarifas no pueden pagarse por adelantado (excepto mediante la compra de cupones) ni facturarse en una fecha posterior. MAT Paratransit no ofrece a los pasajeros la opción de viajar con crédito. El pasajero debe pagar su viaje en el momento en que viaja. Si un pasajero no tiene un boleto y se encuentra en un lugar donde sería peligroso dejarlo allí, el conductor debe proporcionar el viaje y MAT Paratransit cobrará por ese viaje antes de que el pasajero vuelva a viajar. Si el pasajero no paga el viaje dado a crédito la próxima vez que viaje, se le enviará una factura y el pasajero no podrá reservar otro viaje hasta que la deuda se pague a MAT Paratransit. Un pasajero tiene la opción de pagar su viaje y su viaje de regreso al mismo tiempo. En este caso, el conductor le dará al pasajero un boleto laminado para su viaje de regreso.

Prevía solicitud, los conductores ayudarán a recuperar el pago de la tarifa para los pasajeros que no puedan hacerlo de forma independiente debido a su discapacidad. Sin embargo, dicha asistencia no incluirá la extracción de efectivo/cupones de un monedero. Los pasajeros pueden pedir a los conductores que retiren la tarifa de un contenedor especial que esté fácilmente disponible y fácilmente identificable que contiene su tarifa (como una bolsa con cierre hermético).

Propósito del viaje

No se imponen restricciones ni prioridades en función del propósito del viaje para los viajes proporcionados por MAT Paratransit, con la excepción de los viajes por suscripción.

Requisito de notificación anticipada

Las reservas pueden hacerse no más de una semana antes de cuando la persona desea viajar. Las reservas deben hacerse por lo menos un día antes de cuando la persona desea viajar. Las reservas se toman por orden de llegada.

Las reservas de devolución no médicas deben hacerse al mismo tiempo que hace su reserva para ser recogido.

Devoluciones médicas: a menos que lo solicite el pasajero, los viajes de devolución médica no se reservan cuando se realiza la reserva. El viaje de regreso se enumera como una reserva de "llamada médica" y se coloca en una lista de espera. El pasajero debe comunicarse con el despachador de tránsito cuando quiera que lo recojan de su cita. Las devoluciones médicas después de las 2:00 p. m. deberán reservarse con anticipación debido a la proximidad del final del día hábil a las 4:30 p. m.

Reservas para el mismo día

Para adaptarse a las necesidades de viajes de última hora, se pueden hacer reservas para el servicio el mismo día según lo permita el espacio. Sin embargo, MAT Paratransit no brinda servicios médicos de emergencia ni opera como un servicio de taxi. Las reservas para el mismo día no se realizarán después de las 3:00 p. m., de lunes a viernes ni en ningún momento los sábados y domingos.

Horas de oficina

Las reservas se realizarán durante el horario habitual de oficina, de 8:00 am a 4:30 pm, de lunes a viernes. Las reservas se toman los domingos para el servicio de los lunes a través del correo de voz. Las reservas se tomarán en días festivos para el servicio del día siguiente si ese día es un día de servicio regular a través del correo de voz. Las llamadas para programar reservas deben recibirse antes de las 4:30 p. m., de lunes a viernes.

El despachador de guardia revisará los mensajes de correo de voz los domingos y feriados después de las 4:30 p. m. para reservar viajes para el servicio del día siguiente. Confirmarán con el pasajero si el viaje estaba disponible o no. Los Despachadores de Tránsito también revisarán diariamente el correo de voz cuando lleguen para registrar las cancelaciones.

Recogidas tempranas para viajes programados

Las solicitudes de pasajeros para cambiar los horarios de recogida de regreso porque están listos temprano pueden aceptarse si hay espacio disponible. El conductor no debe hacer que otros pasajeros se retrasen o prolonguen indebidamente su viaje para adaptarse a una recogida anticipada. El pasajero no debe esperar que se proporcione un viaje más temprano si llama para que lo recojan antes. Llamar repetidamente al despachador o al encargado de reservas durante un período corto de tiempo para preguntar sobre su viaje interrumpe el servicio y no se recomienda.

Procedimientos de Cancelación

Los viajes deben cancelarse al menos dos horas antes de la hora de recogida programada; de lo contrario, el viaje se considerará como no presentado y estará sujeto a sanciones. Sea cortés con otras personas que puedan necesitar un viaje y llame para cancelar su viaje lo antes posible.

Si el pasajero no está presente y listo para partir cuando llega el vehículo y el conductor esperó 5 minutos, se considera que el viaje no se presentó. El viaje de regreso programado permanecerá en el horario a menos que el pasajero llame para cancelarlo. Si el pasajero no está presente para el viaje de regreso programado, ese viaje se considerará como una ausencia adicional.

El reloj del agente de reservas es la hora correcta para determinar el retraso de las cancelaciones. Para tener en cuenta las diferencias en los relojes, una persona puede cancelar hasta cinco minutos tarde (una hora y 55 minutos antes de su viaje programado) y aun así se considera que llega a tiempo.

Sanciones impuestas por "No Shows"

Si un pasajero no se presenta para un viaje programado o no canceló el viaje al menos dos horas antes del viaje programado, se considera que ese pasajero no se presentó.

Las ausencias ocupan un viaje que podría haber sido realizado por otro pasajero y pueden reducir la cantidad de pasajeros a los que se les puede brindar el servicio. Por lo tanto, las ausencias se consideran perjudiciales para el servicio de tránsito y se imponen sanciones de la siguiente manera:

Una ausencia ocurre cuando un cliente no aparece dentro de los cinco minutos posteriores a la llegada del vehículo dentro de la ventana de 15 minutos antes o después de la hora de recogida programada. Por ejemplo, si un cliente programa un viaje a las 2 p. m., se lo puede recoger en cualquier momento entre la 1:45 p. m. y las 2:15 p. m. Si el vehículo llega a la 1:50 p. m., el cliente tiene hasta la 1:55 p. m. para presentarse sin siendo documentado como No-Show. Cada No-Show se documenta y cuenta como un (1) punto de penalización.

Una "cancelación tardía" ocurre cuando un cliente cancela un viaje menos de dos horas antes de la hora de recogida programada. Por ejemplo, si un cliente programa un viaje a las 10 am, puede cancelar su viaje hasta las 8 am sin que se documente como una cancelación tardía. Cada cancelación tardía se documenta, se trata como una ausencia y se cuenta como un (1) punto de penalización.

Cualquier período de 30 días en el que un cliente "no se presentó" o "canceló tarde" al menos el 10 % de sus viajes programados, será elegible para la suspensión. Para garantizar la suspensión solo de aquellos clientes que tienen un patrón o práctica establecida de programar viajes y luego no realizarlos, un cliente deberá acumular tres o más puntos de penalización para recibir una suspensión. Un cliente estará sujeto a suspensión solo si tanto el mínimo del 10 % como el número mínimo de puntos de penalización se alcanzan durante el período de 30 días.

La duración de la suspensión de un cliente se ajustará al siguiente cronograma:

- Primera infracción: suspensión de 7 días (1 semana)
- Segunda infracción: suspensión de 14 días (2 semanas)
- Tercera infracción: suspensión de 21 días (3 semanas)) suspensión (Pérdida de Suscripción)
- Cuarta y todas las infracciones subsiguientes: suspensión de 28 días (4 semanas) (Pérdida de Suscripción)

Las ausencias y las cancelaciones tardías debido a un error de MAT Paratransit no se contarán ni el cliente recibirá puntos de penalización. Tras la primera ausencia o cancelación tardía de un cliente en el año calendario, se enviará una carta de advertencia. No se emitirán más advertencias.

Las violaciones de esta política resultarán en la suspensión según el cronograma anterior. Si un cliente no se presenta o cancela tarde debido a circunstancias fuera de su control, puede llamar al administrador de movilidad de paratransito de MAT al 701-476-5967 para explicar la circunstancia y solicitar la revisión y/o eliminación de la ausencia o cancelación tardía. . Dichas circunstancias incluyen enfermedades repentinas, emergencias familiares y citas médicas que duran más de lo esperado, así como circunstancias debidas a la discapacidad del individuo y fuera de su control.

Un viaje cancelado de acuerdo con nuestra política (es decir, más de dos horas antes del inicio de la ventana de recogida) no se contará en el número total de viajes reservados, ni recibirá puntos de penalización. Los clientes pueden cancelar su viaje por adelantado comunicándose con los encargados de reservas de MAT Paratransit al 701-235-4464.

Los viajes subsiguientes después de una ausencia programada para el mismo día NO se cancelarán automáticamente y el cliente deberá cancelarlos si no tiene la intención de realizarlos. Si el cliente no los cancela y el cliente no se presenta, estos viajes se contarán en el número total de ausencias y cancelaciones tardías durante el período de 30 días y se evaluarán los puntos de penalización correspondientes.

MAT Paratransit notificará a los pasajeros de todas las suspensiones mediante el envío de una carta por escrito con al menos dos semanas de anticipación. La carta identificará los puntos evaluados en su expediente que dan lugar a la suspensión. Las no presentaciones o las cancelaciones tardías deben disputarse dentro de los 30 días a partir de la fecha en que ocurren. Antes de enviar una carta de suspensión, MAT Paratransit revisará todas las ausencias y cancelaciones tardías para garantizar que el proceso se haya seguido correctamente y que se represente un recuento exacto. Cualquier ausencia o cancelación tardía que se determine que es un error se eliminará de la cuenta del cliente.

Proceso de Apelación de Suspensión de Servicio

Sanciones impuestas por "ausencia", se debe presentar una apelación por escrito antes de la fecha de inicio de la suspensión. Durante el proceso de apelación, se restablecerá la elegibilidad para el servicio hasta que se resuelva.

Sanciones impuestas por "ausencia", se debe presentar una apelación por escrito 14 días antes de la fecha de inicio de la suspensión. Durante el proceso de apelación, se restablecerá la elegibilidad para el servicio hasta que se resuelva.

Un subcomité del Comité de Alcaldes para Personas con Discapacidades del Área Metropolitana (Subcomité de Apelaciones) servirá como la Junta de Apelaciones Administrativas para las Ciudades de Fargo y Moorhead. El Comité consta de cuatro miembros del comité completo y un pasajero de Paratransit. Si el solicitante desea apelar la suspensión, se seguirá el siguiente proceso:

- a. Se debe presentar una apelación por escrito dentro de los 14 días posteriores a la fecha de la carta que notifica a una persona que se ha determinado que no es elegible para el servicio de paratransito de la ADA.
- b. Las apelaciones por escrito se entregarán a MAT Paratransit, Transit Administration Office, 650 23rd Street North, Fargo, ND 58102 para su consideración.
- c. El solicitante, o un representante de su elección, tendrá la oportunidad de ser escuchado y presentar información y argumentos en apoyo de su posición ante el Subcomité de Apelaciones del Comité de Alcaldes para Personas con Discapacidades del Área Metropolitana. El Oficial de Salud de la Ciudad de Fargo, un MD, asesorará al Comité según sea necesario.
- d. Se enviará al solicitante una determinación por escrito de la decisión sobre la apelación, incluidos los motivos de dicha decisión, dentro de los 30 días posteriores a la finalización del proceso de apelación. Si no se toma una decisión dentro de los 30 días, se determinará que el solicitante es elegible temporalmente hasta que el Comité tome una decisión con respecto a la apelación.

Attachment E

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION				OMB Control No. 3046-0008 Expires: 01/31/2025	
STATE AND LOCAL GOVERNMENT INFORMATION REPORT (EEO-4) EEOC Form 164					
Control Number: 27305380 Reporting Year: 2023					
A. TYPE OF GOVERNMENT (Check one box only)					
<input type="checkbox"/> 1. State <input type="checkbox"/> 2. County <input checked="" type="checkbox"/> 3. City <input type="checkbox"/> 4. Township <input type="checkbox"/> 5. Special District <input type="checkbox"/> 6. Other (Specify)					
B. IDENTIFICATION					
1. NAME OF POLITICAL JURISDICTION MOORHEAD CITY					
2. MAILING ADDRESS		CITY/TOWN	COUNTY	STATE	ZIP
500 CENTER AVENUE PO BOX 779		MOORHEAD	CLAY	MN	56560
C. FUNCTIONS					
✓	1. FINANCIAL ADMINISTRATION. Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and; GENERAL CONTROL. Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial offices and employees (judges, magistrates, bailiffs, et al.)		8. HEALTH. Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc.		
			9. HOUSING. Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.		
✓	2. STREETS AND HIGHWAYS. Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways, and bridges.		✓	10. COMMUNITY DEVELOPMENT. Planning, zoning, land development, open space, beautification, preservation.	
	3. PUBLIC WELFARE. Maintenance of homes and other institutions for the needy; administration of public assistance. (Hospitals should be reported under function 7.)			11. CORRECTIONS. Jails, reformatories, detention homes, halfway houses, prisons, parole and probation activities.	
✓	4. POLICE PROTECTION. Duties of a police department, sheriff's, constable's, coroner's office, etc. Including technical and clerical employees engaged in police activities.		✓	12. UTILITIES AND TRANSPORTATION. Includes water supply, electric power, transit, gas, airports, water transportation and terminals.	
✓	5. FIRE PROTECTION. Duties of the uniformed fire force and clerical employees. (Forest fire protection activities should be reported under function 6.)		✓	13. SANITATION AND SEWAGE. Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.	
✓	6. NATURAL RESOURCES. Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and; PARKS AND RECREATION. Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.		14. EMPLOYMENT SECURITY. State governments only.		
			15. OTHER (Specify.) Prosecution div.; Engineering; Custodial services; Fleet maintenance services; Information Technology, Administrative support; various temp/seasonal; Parks and Recreation programming services; Golf Course Programming/ser (not maint		
	7. HOSPITALS. Operation and maintenance of institutions for inpatient medical care.				

Reporting Year: 2023**Reporting Year:** 2023

Jurisdiction: MOORHEAD CITY

[illegible]

Control Number: 27305380

Reporting Year: 2023

Jurisdiction: MOORHEAD CITY

D. EMPLOYMENT DATA AS OF JUNE 30

Function 1 - FINANCIAL ADMINISTRATION/GENERAL CONTROL

1. FULL-TIME EMPLOYEES

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
				MALE						FEMALE						
		MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
ADMINISTRATIVE SUPPORT	41. \$0.1 – 15.9														0	
	42. \$16.0 – 19.9														0	
	43. \$20.0 – 24.9														0	
	44. \$25.0 – 32.9														0	
	45. \$33.0 – 42.9														0	
	46. \$43.0 – 54.9														0	
	47. \$55.0 – 69.9								4						4	
	48. \$70.0 PLUS								1						1	
SKILLED CRAFT	49. \$0.1 – 15.9														0	
	50. \$16.0 – 19.9														0	
	51. \$20.0 – 24.9														0	
	52. \$25.0 – 32.9														0	
	53. \$33.0 – 42.9														0	
	54. \$43.0 – 54.9														0	
	55. \$55.0 – 69.9														0	
	56. \$70.0 PLUS														0	
SERVICE - MAINTENANCE	57. \$0.1 – 15.9														0	
	58. \$16.0 – 19.9														0	
	59. \$20.0 – 24.9														0	
	60. \$25.0 – 32.9														0	
	61. \$33.0 – 42.9														0	
	62. \$43.0 – 54.9														0	
	63. \$55.0 – 69.9														0	
	64. \$70.0 PLUS														0	
65. TOTAL FULL-TIME (LINES 1-64)		0	0	3	0	0	0	0	0	10	0	0	0	0	0	13
2. OTHER THAN FULL-TIME EMPLOYEES																
66. OFFICIALS – ADMINISTRATORS																0
67. PROFESSIONALS																0
68. TECHNICIANS																0
69. PROTECTIVE SERVICE																0
70. PARAPROFESSIONALS																0
71. ADMINISTRATIVE SUPPORT			1						2							3
72. SKILLED CRAFT																0
73. SERVICE – MAINTENANCE																0
74. TOTAL OTHER THAN FULL-TIME (LINES 66 – 73)		0	0	1	0	0	0	0	0	2	0	0	0	0	0	3

D. EMPLOYMENT DATA AS OF JUNE 30										Function 1 - FINANCIAL ADMINISTRATION/GENERAL CONTROL						
	RACE/ETHNICITY														TOTALS	
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
			MALE						FEMALE							
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)																
75. OFFICIALS – ADMINISTRATORS															0	
76. PROFESSIONALS															0	
77. TECHNICIANS															0	
78. PROTECTIVE SERVICE															0	
79. PARAPROFESSIONALS															0	
80. ADMINISTRATIVE SUPPORT															0	
81. SKILLED CRAFT															0	
82. SERVICE – MAINTENANCE															0	
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT																
Administration Department																
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT																
G. REMARKS ABOUT THIS FUNCTION REPORT																

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[illegible]

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D. EMPLOYMENT DATA AS OF JUNE 30

Function 2 - STREETS AND HIGHWAYS

1. FULL-TIME EMPLOYEES

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
				MALE							FEMALE					
		MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
ADMINISTRATIVE SUPPORT	41. \$0.1 – 15.9														0	
	42. \$16.0 – 19.9														0	
	43. \$20.0 – 24.9														0	
	44. \$25.0 – 32.9														0	
	45. \$33.0 – 42.9														0	
	46. \$43.0 – 54.9														0	
	47. \$55.0 – 69.9														0	
	48. \$70.0 PLUS														0	
SKILLED CRAFT	49. \$0.1 – 15.9														0	
	50. \$16.0 – 19.9														0	
	51. \$20.0 – 24.9														0	
	52. \$25.0 – 32.9														0	
	53. \$33.0 – 42.9														0	
	54. \$43.0 – 54.9			1											1	
	55. \$55.0 – 69.9	1		4											5	
	56. \$70.0 PLUS			2											2	
SERVICE - MAINTENANCE	57. \$0.1 – 15.9														0	
	58. \$16.0 – 19.9														0	
	59. \$20.0 – 24.9														0	
	60. \$25.0 – 32.9														0	
	61. \$33.0 – 42.9														0	
	62. \$43.0 – 54.9			3											3	
	63. \$55.0 – 69.9														0	
	64. \$70.0 PLUS														0	
65. TOTAL FULL-TIME (LINES 1-64)	1	0	11	0	0	0	0	0	0	0	0	0	0	0	12	
2. OTHER THAN FULL-TIME EMPLOYEES																
66. OFFICIALS – ADMINISTRATORS															0	
67. PROFESSIONALS															0	
68. TECHNICIANS															0	
69. PROTECTIVE SERVICE															0	
70. PARAPROFESSIONALS															0	
71. ADMINISTRATIVE SUPPORT									1						1	
72. SKILLED CRAFT															0	
73. SERVICE – MAINTENANCE			4												4	
74. TOTAL OTHER THAN FULL-TIME (LINES 66 – 73)	0	0	4	0	0	0	0	0	1	0	0	0	0	0	5	

D. EMPLOYMENT DATA AS OF JUNE 30										Function 2 - STREETS AND HIGHWAYS						
	RACE/ETHNICITY														TOTALS	
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
			MALE						FEMALE							
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)																
75. OFFICIALS – ADMINISTRATORS															0	
76. PROFESSIONALS															0	
77. TECHNICIANS															0	
78. PROTECTIVE SERVICE															0	
79. PARAPROFESSIONALS															0	
80. ADMINISTRATIVE SUPPORT															0	
81. SKILLED CRAFT															0	
82. SERVICE – MAINTENANCE			1												1	
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT																
Public Works Department																
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT																
G. REMARKS ABOUT THIS FUNCTION REPORT																

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D. EMPLOYMENT DATA AS OF JUNE 30

Function 4 - POLICE PROTECTION

1. FULL-TIME EMPLOYEES

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
				MALE						FEMALE						
		MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
ADMINISTRATIVE SUPPORT	41. \$0.1 – 15.9														0	
	42. \$16.0 – 19.9														0	
	43. \$20.0 – 24.9														0	
	44. \$25.0 – 32.9														0	
	45. \$33.0 – 42.9														0	
	46. \$43.0 – 54.9														0	
	47. \$55.0 – 69.9														0	
	48. \$70.0 PLUS														0	
SKILLED CRAFT	49. \$0.1 – 15.9														0	
	50. \$16.0 – 19.9														0	
	51. \$20.0 – 24.9														0	
	52. \$25.0 – 32.9														0	
	53. \$33.0 – 42.9														0	
	54. \$43.0 – 54.9														0	
	55. \$55.0 – 69.9														0	
	56. \$70.0 PLUS														0	
SERVICE - MAINTENANCE	57. \$0.1 – 15.9														0	
	58. \$16.0 – 19.9														0	
	59. \$20.0 – 24.9														0	
	60. \$25.0 – 32.9														0	
	61. \$33.0 – 42.9														0	
	62. \$43.0 – 54.9			1											1	
	63. \$55.0 – 69.9			1											1	
	64. \$70.0 PLUS														0	
65. TOTAL FULL-TIME (LINES 1-64)	2	0	49	0	0	0	1	0	20	0	0	0	0	0	72	
2. OTHER THAN FULL-TIME EMPLOYEES																
66. OFFICIALS – ADMINISTRATORS															0	
67. PROFESSIONALS															0	
68. TECHNICIANS															0	
69. PROTECTIVE SERVICE															0	
70. PARAPROFESSIONALS			1												1	
71. ADMINISTRATIVE SUPPORT									4						4	
72. SKILLED CRAFT															0	
73. SERVICE – MAINTENANCE		1			1				1						3	
74. TOTAL OTHER THAN FULL-TIME (LINES 66 – 73)	0	1	1	1	0	0	0	0	5	0	0	0	0	0	8	

D. EMPLOYMENT DATA AS OF JUNE 30										Function 4 - POLICE PROTECTION						
	RACE/ETHNICITY														TOTALS	
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
			MALE						FEMALE							
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)																
75. OFFICIALS – ADMINISTRATORS															0	
76. PROFESSIONALS															0	
77. TECHNICIANS															0	
78. PROTECTIVE SERVICE			6				1		1						8	
79. PARAPROFESSIONALS															0	
80. ADMINISTRATIVE SUPPORT									2						2	
81. SKILLED CRAFT															0	
82. SERVICE – MAINTENANCE															0	
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	6	0	0	0	1	0	3	0	0	0	0	0	10	
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT																
Police Department																
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT																
G. REMARKS ABOUT THIS FUNCTION REPORT																

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[illegible]

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[illegible]

D. EMPLOYMENT DATA AS OF JUNE 30										Function 5 - FIRE PROTECTION					
	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)															
75. OFFICIALS – ADMINISTRATORS															0
76. PROFESSIONALS															0
77. TECHNICIANS															0
78. PROTECTIVE SERVICE			5												5
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT									1						1
81. SKILLED CRAFT															0
82. SERVICE – MAINTENANCE															0
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	5	0	0	0	0	0	1	0	0	0	0	0	6
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT															
Fire Department															
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT															
G. REMARKS ABOUT THIS FUNCTION REPORT															

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D. EMPLOYMENT DATA AS OF JUNE 30

Function 6 - NATURAL RESOURCES/PARKS AND RECREATION

1. FULL-TIME EMPLOYEES

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
				MALE						FEMALE						
		MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
ADMINISTRATIVE SUPPORT	41. \$0.1 – 15.9														0	
	42. \$16.0 – 19.9														0	
	43. \$20.0 – 24.9														0	
	44. \$25.0 – 32.9														0	
	45. \$33.0 – 42.9														0	
	46. \$43.0 – 54.9														0	
	47. \$55.0 – 69.9														0	
	48. \$70.0 PLUS														0	
SKILLED CRAFT	49. \$0.1 – 15.9														0	
	50. \$16.0 – 19.9														0	
	51. \$20.0 – 24.9														0	
	52. \$25.0 – 32.9														0	
	53. \$33.0 – 42.9														0	
	54. \$43.0 – 54.9														0	
	55. \$55.0 – 69.9			2											2	
	56. \$70.0 PLUS														0	
SERVICE - MAINTENANCE	57. \$0.1 – 15.9														0	
	58. \$16.0 – 19.9														0	
	59. \$20.0 – 24.9														0	
	60. \$25.0 – 32.9														0	
	61. \$33.0 – 42.9														0	
	62. \$43.0 – 54.9			3											3	
	63. \$55.0 – 69.9			4											4	
	64. \$70.0 PLUS			1											1	
65. TOTAL FULL-TIME (LINES 1-64)		0	0	16	0	0	0	0	0	4	0	0	0	0	0	20
2. OTHER THAN FULL-TIME EMPLOYEES																
66. OFFICIALS – ADMINISTRATORS																0
67. PROFESSIONALS																0
68. TECHNICIANS																0
69. PROTECTIVE SERVICE																0
70. PARAPROFESSIONALS		1														1
71. ADMINISTRATIVE SUPPORT				1												1
72. SKILLED CRAFT																0
73. SERVICE – MAINTENANCE				19						3						22
74. TOTAL OTHER THAN FULL-TIME (LINES 66 – 73)	0	1	20	0	0	0	0	0	0	3	0	0	0	0	0	24

D. EMPLOYMENT DATA AS OF JUNE 30										Function 6 - NATURAL RESOURCES/PARKS AND RECREATION						
	RACE/ETHNICITY														TOTALS	
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
			MALE						FEMALE							
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)																
75. OFFICIALS – ADMINISTRATORS															0	
76. PROFESSIONALS									2						2	
77. TECHNICIANS			1												1	
78. PROTECTIVE SERVICE															0	
79. PARAPROFESSIONALS															0	
80. ADMINISTRATIVE SUPPORT															0	
81. SKILLED CRAFT															0	
82. SERVICE – MAINTENANCE			1												1	
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	2	0	0	0	0	0	2	0	0	0	0	0	4	
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT																
Public Works - Forestry and Park Maintenance divisions; Parks and Recreation Department																
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT																
G. REMARKS ABOUT THIS FUNCTION REPORT																

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D. EMPLOYMENT DATA AS OF JUNE 30										Function 10 - COMMUNITY DEVELOPMENT					
	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)															
75. OFFICIALS – ADMINISTRATORS															0
76. PROFESSIONALS			3						1						4
77. TECHNICIANS															0
78. PROTECTIVE SERVICE															0
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT															0
81. SKILLED CRAFT															0
82. SERVICE – MAINTENANCE															0
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	3	0	0	0	0	0	1	0	0	0	0	0	4
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT															
Community Development Department															
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT															
G. REMARKS ABOUT THIS FUNCTION REPORT															

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D. EMPLOYMENT DATA AS OF JUNE 30

Function 12 - UTILITIES AND TRANSPORTATION

1. FULL-TIME EMPLOYEES

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
				MALE						FEMALE						
		MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
ADMINISTRATIVE SUPPORT	41. \$0.1 – 15.9														0	
	42. \$16.0 – 19.9														0	
	43. \$20.0 – 24.9														0	
	44. \$25.0 – 32.9														0	
	45. \$33.0 – 42.9														0	
	46. \$43.0 – 54.9														0	
	47. \$55.0 – 69.9														0	
	48. \$70.0 PLUS														0	
SKILLED CRAFT	49. \$0.1 – 15.9														0	
	50. \$16.0 – 19.9														0	
	51. \$20.0 – 24.9														0	
	52. \$25.0 – 32.9														0	
	53. \$33.0 – 42.9														0	
	54. \$43.0 – 54.9														0	
	55. \$55.0 – 69.9														0	
	56. \$70.0 PLUS														0	
SERVICE - MAINTENANCE	57. \$0.1 – 15.9														0	
	58. \$16.0 – 19.9														0	
	59. \$20.0 – 24.9														0	
	60. \$25.0 – 32.9														0	
	61. \$33.0 – 42.9														0	
	62. \$43.0 – 54.9														0	
	63. \$55.0 – 69.9														0	
	64. \$70.0 PLUS														0	
65. TOTAL FULL-TIME (LINES 1-64)	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	
2. OTHER THAN FULL-TIME EMPLOYEES																
66. OFFICIALS – ADMINISTRATORS															0	
67. PROFESSIONALS															0	
68. TECHNICIANS															0	
69. PROTECTIVE SERVICE															0	
70. PARAPROFESSIONALS															0	
71. ADMINISTRATIVE SUPPORT									1						1	
72. SKILLED CRAFT															0	
73. SERVICE – MAINTENANCE															0	
74. TOTAL OTHER THAN FULL-TIME (LINES 66 – 73)	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1

D. EMPLOYMENT DATA AS OF JUNE 30										Function 12 - UTILITIES AND TRANSPORTATION						
	RACE/ETHNICITY														TOTALS	
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
			MALE						FEMALE							
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)																
75. OFFICIALS – ADMINISTRATORS															0	
76. PROFESSIONALS															0	
77. TECHNICIANS															0	
78. PROTECTIVE SERVICE															0	
79. PARAPROFESSIONALS															0	
80. ADMINISTRATIVE SUPPORT															0	
81. SKILLED CRAFT															0	
82. SERVICE – MAINTENANCE															0	
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT																
Department - Transit																
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT																
G. REMARKS ABOUT THIS FUNCTION REPORT																

Reporting Year: 2023

[illegible]

Control Number: 27305380

Reporting Year: 2023

Jurisdiction: MOORHEAD CITY

D. EMPLOYMENT DATA AS OF JUNE 30

Function 13 - SANITATION AND SEWAGE

1. FULL-TIME EMPLOYEES

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
				MALE						FEMALE						
		MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
ADMINISTRATIVE SUPPORT	41. \$0.1 – 15.9														0	
	42. \$16.0 – 19.9														0	
	43. \$20.0 – 24.9														0	
	44. \$25.0 – 32.9														0	
	45. \$33.0 – 42.9														0	
	46. \$43.0 – 54.9														0	
	47. \$55.0 – 69.9														0	
	48. \$70.0 PLUS														0	
SKILLED CRAFT	49. \$0.1 – 15.9			1											1	
	50. \$16.0 – 19.9			7						1					8	
	51. \$20.0 – 24.9														0	
	52. \$25.0 – 32.9														0	
	53. \$33.0 – 42.9														0	
	54. \$43.0 – 54.9														0	
	55. \$55.0 – 69.9														0	
	56. \$70.0 PLUS														0	
SERVICE - MAINTENANCE	57. \$0.1 – 15.9														0	
	58. \$16.0 – 19.9														0	
	59. \$20.0 – 24.9														0	
	60. \$25.0 – 32.9														0	
	61. \$33.0 – 42.9														0	
	62. \$43.0 – 54.9			6											6	
	63. \$55.0 – 69.9			10											10	
	64. \$70.0 PLUS														0	
65. TOTAL FULL-TIME (LINES 1-64)		0	0	29	0	0	0	1	0	3	0	0	0	0	0	33
2. OTHER THAN FULL-TIME EMPLOYEES																
66. OFFICIALS – ADMINISTRATORS																0
67. PROFESSIONALS																0
68. TECHNICIANS																0
69. PROTECTIVE SERVICE																0
70. PARAPROFESSIONALS																0
71. ADMINISTRATIVE SUPPORT																0
72. SKILLED CRAFT																0
73. SERVICE – MAINTENANCE				6					1	1						8
74. TOTAL OTHER THAN FULL-TIME (LINES 66 – 73)	0	0	6	0	0	0	0	1	1	0	0	0	0	0	0	8

D. EMPLOYMENT DATA AS OF JUNE 30										Function 13 - SANITATION AND SEWAGE						
	RACE/ETHNICITY														TOTALS	
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
			MALE						FEMALE							
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)																
75. OFFICIALS – ADMINISTRATORS															0	
76. PROFESSIONALS															0	
77. TECHNICIANS															0	
78. PROTECTIVE SERVICE															0	
79. PARAPROFESSIONALS															0	
80. ADMINISTRATIVE SUPPORT															0	
81. SKILLED CRAFT			1												1	
82. SERVICE – MAINTENANCE			5												5	
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	6	0	0	0	0	0	0	0	0	0	0	0	6	
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT																
Public Works; Wastewater																
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT																
G. REMARKS ABOUT THIS FUNCTION REPORT																

Reporting Year: 2023

Reporting Year: 2023

[illegible]

Control Number: 27305380

Reporting Year: 2023

Jurisdiction: MOORHEAD CITY

D. EMPLOYMENT DATA AS OF JUNE 30

Function 15 - OTHER

1. FULL-TIME EMPLOYEES

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
				MALE							FEMALE					
		MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	
ADMINISTRATIVE SUPPORT	41. \$0.1 – 15.9														0	
	42. \$16.0 – 19.9														0	
	43. \$20.0 – 24.9														0	
	44. \$25.0 – 32.9														0	
	45. \$33.0 – 42.9								1						1	
	46. \$43.0 – 54.9								5	1					6	
	47. \$55.0 – 69.9								3						3	
	48. \$70.0 PLUS														0	
SKILLED CRAFT	49. \$0.1 – 15.9														0	
	50. \$16.0 – 19.9														0	
	51. \$20.0 – 24.9														0	
	52. \$25.0 – 32.9														0	
	53. \$33.0 – 42.9														0	
	54. \$43.0 – 54.9														0	
	55. \$55.0 – 69.9			2											2	
	56. \$70.0 PLUS			3											3	
SERVICE - MAINTENANCE	57. \$0.1 – 15.9														0	
	58. \$16.0 – 19.9														0	
	59. \$20.0 – 24.9														0	
	60. \$25.0 – 32.9														0	
	61. \$33.0 – 42.9		1												1	
	62. \$43.0 – 54.9														0	
	63. \$55.0 – 69.9	1		1											2	
	64. \$70.0 PLUS														0	
65. TOTAL FULL-TIME (LINES 1-64)	1	1	38	1	0	0	0	0	17	1	0	0	0	0	59	
2. OTHER THAN FULL-TIME EMPLOYEES																
66. OFFICIALS – ADMINISTRATORS															0	
67. PROFESSIONALS			1						1						2	
68. TECHNICIANS			6						1						7	
69. PROTECTIVE SERVICE															0	
70. PARAPROFESSIONALS		1	22						71	3	1			1	99	
71. ADMINISTRATIVE SUPPORT		1							2						3	
72. SKILLED CRAFT															0	
73. SERVICE – MAINTENANCE	3	1	51					2	17						74	
74. TOTAL OTHER THAN FULL-TIME (LINES 66 – 73)	3	3	80	0	0	0	0	2	92	3	1	0	0	1	185	

D. EMPLOYMENT DATA AS OF JUNE 30										Function 15 - OTHER						
	RACE/ETHNICITY														TOTALS	
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
			MALE						FEMALE							
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 – JUNE 30)																
75. OFFICIALS – ADMINISTRATORS			1												1	
76. PROFESSIONALS			2												2	
77. TECHNICIANS			3						1						4	
78. PROTECTIVE SERVICE															0	
79. PARAPROFESSIONALS															0	
80. ADMINISTRATIVE SUPPORT									2	1					3	
81. SKILLED CRAFT															0	
82. SERVICE – MAINTENANCE															0	
83. TOTAL NEW HIRES (LINES 75 – 82)	0	0	6	0	0	0	0	0	3	1	0	0	0	0	10	
E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT																
Prosecution division; Engineering Department; Custodial services; Fleet maintenance services; Information Technology; Administrative support; Various Temp/seasonal; Parks and Recreation Programming; Golf Course Programming (not maintenance and non-operation)																
F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT																
G. REMARKS ABOUT THIS FUNCTION REPORT																

Control Number: 27305380
Jurisdiction: MOORHEAD CITY

Reporting Year: 2023

SUMMARY OF FUNCTIONS			
✓	1 - FINANCIAL ADMINISTRATION/GENERAL CONTROL		9 - HOUSING
✓	2 - STREETS AND HIGHWAYS	✓	10 - COMMUNITY DEVELOPMENT
	3 - PUBLIC WELFARE		11 - CORRECTIONS
✓	4 - POLICE PROTECTION	✓	12 - UTILITIES AND TRANSPORTATION
✓	5 - FIRE PROTECTION	✓	13 - SANITATION AND SEWAGE
✓	6 - NATURAL RESOURCES/PARKS AND RECREATION		14 - EMPLOYMENT SECURITY
	7 - HOSPITALS	✓	15 - OTHER
	8 - HEALTH		
COMMENTS			
CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)			
NAME OF CERTIFYING OFFICIAL		TITLE	
Amy Settergren		Human Resources Director	
MAILING ADDRESS		TELEPHONE NUMBER	
500 CENTER AVENUE		218-299-5179	
PO BOX 779			
MOORHEAD MN, 56560			
DATE	EMAIL ADDRESS		TYPED NAME
11/20/2023	humanresources@cityofmoorhead.com		Amy Settergren

DEPARTMENT: Administration/Governmental Affairs
Mass Transit Division

CITY OF MOORHEAD
WORKFORCE ANALYSIS

Address: 650 23rd St. N.
Fargo, ND 58102

DATE: January 16, 2024

JOB TITLES	WAGE RATE OR SALARY RANGE	TOTAL EMPLOYEES			MINORITY EMPLOYEES (#)							
					MALE				FEMALE			
		TOTAL EMPLOYEES	TOTAL MALE	TOTAL FEMALE	B	H	AI AN	A PI	B	H	AI AN	A PI
Transit Manager	\$74,663.80 - \$106,662.58	1	0	1								
Finance Manager	\$71,757.62 - \$102,510.88	1	0	1								
Assistant Transit Planner and Marketing Specialist	\$56,547.78 - \$80,782.54	1	0	1								
Office Specialist	\$39,558.22 - \$56,511.74	1	0	1								
Governmental Affairs Director	\$102,576.25 - \$146,537.49	1	0	1								
TOTALS		5	0	5	0	0	0	0	0	0	0	0

OTHER THAN FULL-TIME EMPLOYEES

JOB TITLES	WAGE RATE OR SALARY RANGE	TOTAL EMPLOYEES			MINORITY EMPLOYEES (#)							
					MALE				FEMALE			
		TOTAL EMPLOYEES	TOTAL MALE	TOTAL FEMALE	B	H	AI AN	A PI	B	H	AI AN	A PI
Intern	\$14.00	1	0	1								
TOTALS		1	0	1	0	0	0	0	0	0	0	0

(#) B - Black; H - Hispanic; AI/AN - American Indian/Alaskan Native; A/PI - Asian Pacific Islander

Attachment F



Equal Employment Opportunity Program

Transdev Services Inc

January 2023

INTRODUCTION

In order to maintain the oversight necessary to meet the fiduciary responsibilities involved in the EEO requirements of the Federal Transit Administration (FTA) contract, the responsibility of this program is delegated to the Transdev General Manager..

The following Equal Employment Opportunity Program is for the benefit of all Transdev employees. In this Program, Transdev reaffirms its commitment to equal employment opportunity for all applicants and employees regardless of gender, race, sex, religion, color, creed, age, national origin, ancestry, marital status, citizenship status, veteran status, disability, sexual orientation or any other factor prohibited by applicable federal, state or local law.

Equal employment opportunity has been identified as a basic element in the operating philosophy of this organization. This EEO Plan is presented as a statement of commitment and as a guide for future action in meeting equal employment opportunity goals as required by the provisions in the grants contract with the Federal Transit Administration.

STATEMENT OF POLICY

Transdev Services, Inc. (Transdev) is an Equal Opportunity Employer, and is committed to EEO for all persons, regardless of gender, race, sex, religion, color, creed, age, national origin, ancestry, marital status, citizenship status, veteran status, disability, sexual orientation to create and maintain a qualified and diverse workforce. Transdev is committed to the development of specific goals and timetables in the event of any underutilization of its human resources. Transdev will afford equal employment opportunities to employees and applicants, and will not tolerate discrimination based on gender, race, sex, religion, color, creed, age, national origin, ancestry, marital status, citizenship status, veteran status, disability, sexual orientation or any other factor prohibited by applicable federal, state or local law.

This policy applies to all terms, conditions, employment practices and privileges of employment including recruitment, selection, onboarding, initial periods of employment, job assignments, training and development, working conditions, promotion, transfer, compensation, benefits, educational assistance, layoff and recall, social and recreation programs, termination and separation and other terms and conditions of employment.

The responsibility for the implementation and monitoring of the EEO Program is assigned to the General Manager. Within their respective areas of responsibility, all managerial and supervisory personnel are accountable to assure compliance with this policy. However, all management personnel shall share in this responsibility through specific tasks assigned to ensure compliance is achieved. The performance of managers, supervisors, etc., will be evaluated on the success of the EEO Program just as their performance is evaluated on other departmental and organizational goals.

Any applicant or employee has a right to file a discrimination complaint. In the event the complaint is related to the Human Resource function, applicants or employees may file their complaint with the Compliance Manager or Vice President of Human Resources Kesi Dorner 404.392. 5014 or contact Transdev through the Transdev Ethics & Compliance Hotline at 1-866-850-3033 or contact Transdev online from our website at www.Transdevna.com.

Transdev understands that achieving EEO goals benefits our corporation through fuller utilization and development of any previously underutilized human resources to achieve appropriate diversity. Transdev policies and practices that support this Equal Employment Opportunity Policy include the following:

- Transdev displays posters regarding equal employment opportunity in areas highly visible to employees.
- All advertising for job applicants include the statement "*Transdev is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status.* "
- All managerial and supervisory personnel will be reminded that their progress in meeting equal employment opportunity goals is considered an important factor in their performance and will be considered in the performance appraisal process.
- Transdev posts its Unlawful Harassment, ADA and Equal Employment Policy on company bulletin boards.

Employees and applicants are required to report any apparent discrimination or unlawful harassment and/or violations of the ADA. Transdev forbids any form of unlawful harassment for any circumstances as well as any harassment covered under the ADA affecting employees, passengers or others. Complaints are investigated in a prompt and thorough manner and handled as confidentially as possible.

Transdev forbids retaliation against any individual who in good faith files a charge of discrimination, reports harassment or who assists, testifies, or participate in any equal employment proceeding.

INTERNAL DISSEMINATION OF EQUAL EMPLOYMENT OPPORTUNITY POLICY AND PROGRAMS

Managers and supervisors will be fully informed internally of Transdev's policy by the following actions:

1. Written communication from the General Manager
2. The EEO Program will be referenced in personnel and operations manuals.
3. Meetings with manager and supervisors will be held at least semi-annually to discuss the program, its implementation and progress.
4. The Equal Employment Policy and Unlawful Harassment Policy shall be posted on each official company bulletin Agency and other conspicuous and accessible locations.
5. The EEO Policy and Unlawful Harassment Policy contain information on contacting the EEO Compliance Manager.
6. All managerial and supervisory personnel will be reminded that their progress in meeting equal employment opportunity goals is considered an important factor in their performance and will be considered in the performance appraisal process.
7. Providing and supporting career counseling for all employees.
8. Bulletin boards, forms, and advertising used by the organization shall be monitored to ensure that information on equal employment opportunity is included as appropriate and that such materials project the image of Transdev as a fair employer.
9. Labor organizations will be notified of the EEO Program and requested to cooperate in meeting the goals established.
10. Non-discrimination clauses shall be included in all union agreements, and all contractual provisions shall be reviewed to ensure non-discrimination.

11. Non-supervisory staff will be informed of Transdev's policy and program by actions such as:

- Written Communications from the General Manager
- Inclusion of the EEO Program in employee handbooks and labor contracts
- Posting official EEO posters and policy statement on bulletin boards in conspicuous and accessible locations to include employee lounges and in the Human Resource office.
- The EEO Program will be reviewed and discussed with all employees at least semi-annually at regularly scheduled meetings.
- Meetings with persons with disabilities, minorities and females for program suggestions.
- The organization's EEO Program, Equal Employment Opportunity Policy and Unlawful Harassment Policy are provided to all new employees during the new hire orientation process. Training on these policies is conducted at least annually.

EXTERNAL DISSEMINATION OF EQUAL EMPLOYMENT OPPORTUNITY POLICY AND PROGRAMS

1. Each recruiting source to include Employment agencies, unions, educational institutions, minority organizations, persons with disabilities groups, and women's organizations, civil rights organizations, training organizations and others who refer applicants will be advised that Transdev is an equal employment opportunity employer.
2. Any public media sources to include in appropriate public media to include radio, television, newspapers, internet and journals will be utilized as needed, depending on the labor market selected for a qualified and diverse candidate pool.
3. All job postings and advertisements for personnel will include a statement that *Transdev is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status.*
4. Contract proposals and bid specifications shall include the statement that the organization is an equal employment opportunity employer.
5. When employees are pictured in consumer advertising, both minority and non-minority males and females shall be shown.

GENDER DISCRIMINATION GUIDELINES COMPLIANCE

It has been, and continues to be, the policy of Transdev not to discriminate on the basis of gender or any protected characteristic defined in the EEO Policy. To this end, we continue to do the following:

Recruitment and Advertisement

1. Transdev actively recruits both men and women for all jobs. Referral sources are informed that Transdev is an equal opportunity employer.
2. All advertisements include the statement *"Transdev is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status."*

Job Policies and Practices

1. All written personnel policies clearly state that all policies and practices apply to every employee on an equal basis regardless of the gender of the employee.
2. All employees have equal opportunity for any job for which they are qualified. Gender is not considered a bona fide occupational qualification for any job within the organization.
3. No distinction is made between the sexes with regard to opportunity, wages, hours, benefits, or other conditions of employment.
4. There is no distinction between the employment treatment or termination of a male or female based on marital status. Also, Transdev does not deny employment to females with children, nor does it terminate employees of one gender in a particular job classification upon reaching a certain age.
5. Transdev provides appropriate and comparable physical facilities for both male and female employees.
6. Transdev follows federal guidelines relative to employment; we do not recognize the existence of any state "protective" laws.

7. No difference is made between males and females as to retirement age for any particular job.
8. Seniority lines and lists in the organization are not based upon gender.
9. No distinctions are based upon gender for those employees eligible for training.

PROTECTED CHARACTERISTICS GUIDELINES COMPLIANCE

Transdev has examined their policies and practices in light of any defined protected characteristic. Company policies, practices and procedures support the letter and spirit of the guidelines. Specifically:

1. Recruiting activities are conducted without regard to any protected characteristic.
2. As noted in the EEO Policy statement, it is our policy to prohibit discrimination against applicants or employees based on any protected characteristic.
3. All employees have an equal opportunity to any job for which they are qualified. No protected characteristic is considered as part of the selection process. As a matter of fact, no information relative to any protected characteristic of any applicant or employee is solicited.
4. No distinction is made based upon any protected characteristic with regard to employment opportunities, wages, hours or other conditions of work.
5. Seniority lines or lists are not based upon any protected characteristic.
6. Company training programs are conducted without regard to any protected characteristic.
7. Transdev will attempt to accommodate the religious observances and practices of any employee or prospective employee unless this would cause an undue business hardship.

DESIGNATION OF EQUAL EMPLOYMENT OPPORTUNITY RESPONSIBILITIES

The General Manager of Transdev's operation has the overall responsibility for Equal Employment Opportunity and is designated as the Equal Employment Opportunity (EEO) Officer. The direct oversight of the EEO Program by the General Manager ensures that responsibilities related to the EEO requirements of the FTA grant contract are met. The specific delineation of EEO responsibilities is detailed below:

General Manager

1. Serves as the primary representative of Transdev and monitors the EEO Program through reports from Human Resources and requested additional information, and ensures compliance with the fiduciary responsibilities involved in the EEO provisions of the FTA grant contract.
2. Reviews the EEO discrimination complaint process, ensuring that complaints are handled in accordance with this Program and general EEO guidelines.
3. Directs the performance of internal evaluations to determine progress in meeting goals, problem areas, and effectiveness of employment practices in ensuring equal employment opportunity.
4. Disseminates directives to management and staff, as necessary, to ensure compliance with the EEO Program.

Human Resources Director

1. Provides for an uninhibited avenue for applicants and employees to file complaints or raise questions regarding discrimination because of race, religion, gender, national origin, ancestry, veteran's status, marital status, age, disability or sexual orientation. Ensures that the discrimination complaint process is followed and, as necessary, explains external appeal rights to the complainant, and conducts follow-up reviews to determine if required corrective actions have been taken.
2. Developing and recommending, with the support of Transdev's Corporate Human Resources, EEO Policy, a written EEO program for Transdev employees and internal and external communication procedures.

3. Assisting management in collecting analyzing employment data, identifying problem areas, setting goals and timetables and developing programs to achieve goals.
4. Designing, implementing and monitoring internal audit and reporting systems to measure program effectiveness and to determine where progress has been made and where further action is needed.
5. Reporting periodically to the General Manager on progress of each unit in relation to the company's goals.
6. Serving as a liaison between the company, Federal, State and local governments, regulatory agencies, minority, disabled and women groups, and other community groups.
7. Assuring that current legal information affecting affirmative action is disseminated to responsible organizations, and other community groups.
8. Assisting in recruiting minority, disabled and women applicants and establishing outreach sources for use by hiring officials.
9. Concurring in all hires and promotions.
10. Supporting career counseling for all employees
11. Processing employment discrimination complaints
12. Investigates, either in response to a complaint, or at the direction of the General Manager, or at her own discretion, any personnel action affecting employees or applicants for employment to ensure compliance with EEO guidelines and this program. The Human Resources Coordinator shall have the right to inspect any personnel files, departmental records, or other records as needed in conducting an investigation or monitoring personnel practices.
13. If a complaint is directed toward Human Resources at the agency, any individual or group will be referred to the VP of Human Resources, or Transdev's Transportation Ethics & Compliance Hotline at 1-866-850-3033, also available online from our website at www.Transdevtransportation.com.

14. Serves as the Equal Employment Opportunity Officer and official liaison between Transdev, its funding client, and any government and/or regulatory agencies on matters concerning equal employment opportunity.
15. Disseminates information relative to the EEO program to management and staff. Provides technical assistance, information, and explanation of policies and procedures to supervisory personnel to assist them in resolving and avoiding complaints.
16. Disseminates information to any necessary external sources including but not limited to media publications, groups and the internet.
17. Assures that current legal information affecting affirmative action is disseminated to responsible officials.
18. Participates in on-going training in order to maintain current information regarding EEO requirements and concerns. Retains membership in related professional organization for the same reasons.
19. Named in all internal and external correspondence regarding the EEO Plan.

To ensure the achievement of the above, the Human Resource Coordinator/EEO Officer will demonstrate the following:

1. Sensitive to, and with an awareness of, the varied ways in which discrimination occurs.
2. Has a total commitment to EEO program goals and objectives
3. Knowledge of civil rights precepts, policies rules, regulations and guidelines.
4. Sufficient authority and ability to work and communicate with others to achieve EEO goals and objectives.

All Supervisors, Managers and Executives

1. Assist in identifying problem areas and establishing company and department goals and objectives.
2. Actively involved with local minority organizations, women's and disabled groups, community action organizations and community service programs.

3. Participates actively in periodic audits of all aspects of employment in order to identify and to remove barriers obstructing the achievement of specified goals and objectives.
4. Holds regular discussions with other managers, supervisors, and employees to assure the company's policies and procedures are being followed
5. Reviews the qualifications of all employees to assure that minorities, people with disabilities, and women are given full opportunities for transfers, promotions, training, salary increases, and other forms of compensation.
6. Participates in the review and/or investigation of complaints alleging discrimination.
7. Conducts and supports career counseling for all employees; and
8. Participates in periodic audits to ensure that the work unit is in compliance. For example, EEO posters are properly displayed on official company bulletin boards.
9. Participates in periodic audits of all aspects of employment in order to identify and to remove barriers obstructing the achievement of specified goals and objectives.
10. Provides monthly employment data information regarding their department.

ASSESSMENT OF PRESENT EMPLOYMENT PRACTICES

The very nature of transportation requires Transdev to recruit personnel with varying levels of skill and ability. Recruitment of positions is done on a local, state and/or national basis, depending on the position.

Recruitment and Selection Process

Transdev actively seeks minorities and women for existing and future employment. A variety of recruitment sources are utilized including, but not limited to:

- State Employment Development Department
- Hire-a-Hero.com
- DOD military Job Fairs
- State Vocational Rehabilitation
- Educational Institutions Employment Assistance Centers
- Public media resources
- Online military transition services and military Job Fairs
- Transdev also participates in job fairs in the community in addition to notifying minority/female agencies of job openings.
- Transdev's Website and outreach to minority, female, military and disability agencies via eQuest. The website includes alternatives to the online application process for individuals with disabilities.

Department directors notify the Human Resources Department of any opening which occurs within their department. All openings are posted on Transdev's own website, www.Transdevna.com, and additional recruitment resources which vary based on the position and availability. The majority of open positions are posted in-house in concurrence with outside recruitment. This encourages the company's philosophy to promote and recruit from within the organization.

Position openings may be advertised in local publications, news media resources, local social service agencies, training organizations, and websites designed for compliance and outreach, e.g. the California Employment Development Department. Additionally Transdev utilizes eQuest, an online service which provides a single, one-stop access point to post jobs to a diverse candidate group including college/university, including those with predominantly minority and/or female enrollment, veterans, diversity, and affirmative action locations. Job openings are posted for at least five business days, longer if necessary, depending on the position. Employment inquiries from interested parties are also forwarded to Human Resources from

Transdev's customer service. Additionally, Transdev has undertaken, and plans to continue as available, special employment programs that involve minorities and females. For example, summer jobs for underprivileged youths and a college internship program.

Depending on the position, an advertisement will be placed on Career Builder, Craigslist, Transit Talent and Transit Times website and/or the APTA trade journal "Passenger Transport". While the position is open, individuals may apply online at our website. Individuals who express interest by other means, e.g. e-mailed to our office or on-site interest are directed to our website. At the completion of the application period, the profile of each applicant is reviewed and screened for appropriate qualifications. All advertising for job applicants include the statement *"Transdev is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status."*

Those applicants most appropriately qualified are scheduled for screening interviews with a member of the Human Resource Department staff. During the initial interview, applicants are given specific information regarding the position for which they applied. They are given additional information about the position and the organization. If there are any questions regarding their application and/or resume they are asked in the initial interview. For administrative positions, individuals are selected on the basis of their application, interview and reference checks. For those positions which require the operation of a company vehicle, a moving violation report is requested to review the applicant's driving record. Screening interviews result in qualified candidates being scheduled for a second interview with the department manager, supervisor and/or director. These individuals select the most suitable individual(s) for the position.

Upon an offer of conditional employment, the applicant will then need to authorize and successfully complete a thorough background investigation which includes a pre-employment physical, a pre-employment drug screen, and reference checks. Certain positions which require a commercial driver's license must satisfy the Department of Transportation's physical regulations, drug screens and reference checks.

Drug screens must be negative. If the drug screen result is positive, the applicant may only reapply after presenting documentation of an FTA recognized rehabilitation program.

More complete information is available in the Employment Practices Chart

Promotions

Transdev encourages all employees to seek upward mobility, with opportunities at their existing location or at any of Transdev's operations in the USA or abroad. With the posting of all position on the website, and communication of same to all employees by postings and verbal communication, Transdev ensures that employees have full knowledge of lateral or upward mobility. Access to such opportunities is available through the traditional application via Transdev's website along with portal on Transdev's Intranet that is accessible only to existing employees. This process assures opportunity for employees while serving the interest of the agency by comparison of internal and external talent.

More complete information is available in the Employment Practices Chart

Compensation Administration

All salaried positions are classified according to similarities of responsibilities and qualifications. The purpose of this classification is to cluster similar positions in order to achieve equity within the position and pay equity in regards to wage structure.

In order to maintain a complete, accurate and equitable system, managers are requested to review and/or complete an annual position description survey as a position changes or departments are reorganized. Reclassification of a position may result if it is determined that changes in the job content are of such significance that a change in position class is warranted.

If an employee feels that the duties and responsibilities presently being performed are not accurately or completely described by the present position classification, this opinion should be brought to the attention of his/her supervisor. The employee may be requested to complete a new position description questionnaire, which will be reviewed and approved by his/her supervisor and department director. If the department director after reviewing the revised position description questionnaire believes that an evaluation of the position is warranted the department director should notify the Regional Director Human Resources, who will convene a Job Evaluation meeting with the appropriate persons.

In the event that an employee feels that an evaluation of his/her position was unjustly denied by the department director, the employee may request a hearing with the Human Resources Generalist and/or General Manager.

There is generally one type of pay increment that may be authorized for Transdev administrative personnel, and that is a merit increase based on individual performance as detailed on their performance review. A merit increase in recognition of successful performance of an employee is not automatically granted. Merit increments are awarded by the employee's appropriate functional manager or general manager.

Transdev maintains a salary administration program, which provides for recognition of, and regard to, differences in individual ability and performance. The fact that an employee has continued to be employed by Transdev is not by itself justification for a salary adjustment. Performance is the key factor, not length of service. The salary and performance of each employee is reviewed at regular intervals. Adjustments are based on individual merit, proper differential with those supervised and equitable relationships with all other salaries within the system. Merit increase generally range from 1% to 4%.

Employees governed by collective bargaining agreements with the SEIU are paid a consistent, negotiated scale as defined in their respective contract. Rates are based on incremental service and any increases are provided on the dates contained in the contract.

Employee Benefits

The benefits available to all regular Transdev employees will vary depending on union affiliation which results from negotiated union agreements. Benefits include health insurance, dental insurance, term life insurance, disability programs, paid holidays and sick days, vacation, EAP and a retirement plan.

All benefits are made available on a non-discriminatory basis shortly after their date of hire. Changes in group based coverage are available to each during Annual Enrollment which occurs in the fall of each year.

Training

The Safety and Training department coordinates internal and external training programs for Transdev employees. This area will also disseminate information on training activities to department heads for the employees under their supervision.

Employees initially participate in Transdev's Operator Development Program which was developed by Transdev staff to ensure consistent training is

presented to all new hires. After hire, all employees participate in refresher courses on driving as well as disability sensitivity training.

Supervisory and management employees received in-house training on the following topics: Discrimination, Unlawful and Sexual Harassment and Retaliation, Reasonable Accommodations, Substance Abuse, ADA Compliance, EEO/Employment Laws, and Civil Rights Compliance

Training in non-discrimination and equal employment opportunity is provided to all supervisory and management staff by the circulation of easy-to-read case histories on EEO areas.

Shift and Worksite Assignment

Practices in this area vary with different categories of employment, and by department. General offices are open from 8:00 a.m. to 5:00 p.m., Monday through Friday. However, the transit system has either operations or maintenance staff employed virtually around the clock.

Employees are generally hired to work an early morning, evening or weekend shift and then move to weekday and/or day shifts based upon ability and seniority as openings occur.

Layoff and Recall

Employees covered by a labor agreement have defined provisions for layoff and recall. The Teamster agreement is primarily based on seniority, a list of which is compiled by the company and reviewed regularly with the union.

Any decision for layoff for employees not covered by a labor agreement would include a review of the competencies demanded of each position and the reviewed competencies of each individual. Once the organizational needs have been determined, these competencies will be considered to identify employees for any reduction in force.

INTERNAL MONITORING AND EVALUATION OF THE EEO PROGRAM

The EEO Officer has the responsibility for developing and preparing the formal documents of the AAP. The EEO Officer is responsible for the effective implementation of the EEO Plan; however, responsibility is likewise vested with each department manager and supervisor. Transdev's audit and reporting system is designed to:

- Measure the effectiveness of the AAP/EEO program.
- Document personnel activities.
- Identify problem areas where remedial action is needed.
- Determine the degree to which Transdev AAP goals and objectives have been obtained.

The following personnel activities are reviewed to ensure non discrimination and equal employment opportunity for all individuals without regard to their race, color, national origin, gender, sex, or disability:

- Recruitment, advertising, and job application procedures.
- Hiring, promotion, transfers, upgrading, award of tenure, layoff, recall from layoff.
- Rates of pay and any other forms of compensation including fringe benefits.
- Job assignments, job classifications, job descriptions, and seniority lists.
- Sick leave, leaves of absence, or any other leave.
- Training, apprenticeships, attendance at professional meetings and conferences.
- Disciplinary actions, terminations, suspensions, and demotions.
- EEO complaints.
- Any other term, condition, or privilege of employment.

The following documents are maintained as a component of Transdev's internal audit process:

1. An applicant flow log showing the date of application, position applied for, applicant 's name, referral source/ race, sex, veteran status/ interview status and action taken for all individuals applying for job opportunities;
2. Summary data of external job offers and hires, promotions, resignations, terminations, and layoffs by job group and by sex and minority group identification;

3. Summary data of applicant flow by identifying, at least, total applicants, total minority applicants, and total female applicants for each job group;
4. Maintenance of employment applications (not to exceed one year); and
5. Records pertaining to Transdev's compensation system (maintained by payroll department).

Transdev's audit system includes periodic reports which document Transdev's efforts to achieve EEO responsibilities. Department Managers and Supervisors are asked to report any current or foreseeable EEO problems and are asked to outline their suggestions or recommendations for solutions. If problems arise, the Department Manager is to report such concerns to the EEO Officer. During the reporting period, the following will occur on an annual basis.

1. The EEO Officer will discuss any problems relating to significant rejections, EEO charges, etc. with the General Manager; and
2. The EEO Officer will report the status of Transdev's AAP goals and objectives to the General Manager. The EEO Officer will recommend remedial actions for the effective implementation of the EEO Plan.

The EEO Officer will meet on at least an annual basis with the General Manager, and any recommended top management, to review the effectiveness of the Plan and submit recommendations, as necessary, regarding changes or improvements. The EEO Office is empowered to then develop and implement any changes to practice or policy needed within the Company to more effectively address/implement the goals, guidelines, and commitments set forth in the Plan.

Complaint Processing

The EEO Officer is responsible for managing the EEO compliance functions. Transdev Services, Inc. has developed and implemented policies and procedures for addressing complaints of discrimination:

- Transdev Unlawful Harassment Policy
- Transdev Business Code of Conduct Policy
- Due Process Policy

Additionally, internal information on discrimination complaints received by Transdev is maintained by the Regional Director Human Resources. Virtually all applications are initially made online and demographic information is

monitored via an on-line Applicant Tracking System. The information is periodically reviewed for departmental trends and to identify any problem areas of need. The information is provided to the General Manager for consideration.

Turnover activity (hires and terminations) by race and gender has been for tracked and is available for analysis as needed. All of the systems serve as means to self-audit and monitor Transdev's performance and progress in meeting its EEO goals and objectives. They also serve to identify problem areas and develop customized solutions/responses to areas of need.



Memorandum

To: Lori Van Beek, Moorhead Transit Manager
From: Dan Mahli, City Manager
Date: February 5, 2024
Subject: EEO and Affirmative Action Program

This memorandum is to confirm that the 2023 EEO and affirmative Action Plan as submitted by First Transit has been reviewed and approved by the City of Moorhead.

Dan Mahli

Attachment G

TITLE VI PLAN

Valley Senior Services

Title VI prohibits discrimination in all Federal Transit Administration (FTA) services, programs, or benefits on the basis of Race, Color, or National Origin.

Title VI Program

FTA Circular 4702.1B, Chapter III for FTA Subrecipient:

Title VI Requirements & Guidelines for FTA Recipients at

<https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/title-vi-requirements-and-guidelines-federal-transit>

The Federal Transit Administration Title VI Circular 4702.1B provides guidance to grantees on how to comply with Title VI regulations. The circular provides specific compliance information for each type of grantee and provides comprehensive appendices including additional guidance and examples to ensure recipients understand the requirements.

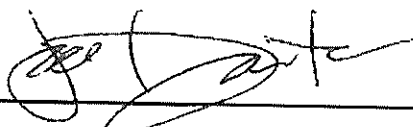
By filling out the required fields you are stating that your board of directors, appropriate government entity, or officials responsible for policy decisions and/or approval of board meeting minutes understand the required FTA Circular 4702.1B, Chapter III regulations and agree to adopt all Title VI Program guidelines:

Date: 8/28/2023

Title VI Contact Name: Transit Manager

Title VI Contact Phone: 701-293-1440

Title VI Contact Email: info@valleyseniors.org


Authorized Signature

9/5/23
Date of Approval

1. TITLE VI AND NON-DISCRIMINATION POLICY STATEMENT

Valley Senior Services has developed a Title VI and Non-discrimination Policy Statement *using the template found on the NDDOT Transit Operator portal for subrecipient use at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>*

It is policy of Valley Senior Services (VSS) to take reasonable steps to provide meaningful access to all individuals in any encounters with our transit services regardless of their race, color or national origin or limited ability to speak, write or understand English. This policy is to ensure that language will not prevent staff from communicating effectively with LEP persons to ensure safe and orderly operations. Limited English proficiency will not prevent persons from accessing programs and services or information; understanding rules, participating in proceedings; or programs and meetings. Any individuals requiring a special accommodation to allow access or participation at meeting or events is asked to notify the LEP/ADA Coordinator of their needs at least three days prior to the event by calling Valley Senior Services at 701-293-1440 or email cgirdner@fargoparks.com.

The signed VSS Non-Discrimination Statement will be posted at:

- VSS Transit Storage Facility/Dispatch offices – 1522 7th Ave No. Fargo, ND and
- Valley Senior Services main office located at 2801 32nd Ave So. Fargo, ND.
- See attachment

The Title VI Plaque will be placed in all of our revenue transit vehicles.

- See attachment

VITAL DOCUMENT – TRANSLATE if significant LEP population.

In addition to the policy statement, an abbreviated “Statement of Non-discrimination” has been created using the template found on the NDDOT Transit Operator Portal for subrecipient use at the link posted above and is displayed in all transit vehicles.

2. COMPLAINT PROCEDURES/FORMS

Valley Senior Services shall develop complaint procedures and instructions specific to their transit agency. *“If information is needed in another language, then contact 701-293-1440”*— should be stated in English and in any other language(s) spoken by LEP populations that meet the Safe Harbor threshold.

Title VI Complaint Procedure

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the Valley Senior Services may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form.

Valley Senior Services investigates complaints received no more than 180 days after the alleged incident. The Valley Senior Services will process complaints that are complete. Once the complaint is received, the Valley Senior Services will review it to determine if our office has jurisdiction.

The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office. Valley Senior Services has 30 days to investigate the complaint. If more information is needed to resolve the case, the Valley Senior Services may contact the complainant.

The complainant has 30 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 30 business days, Valley Senior Services can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF).

A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed.

An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur. If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter or the LOF to do so.

A person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

COMPLAINT FORM:

Valley Senior Services has developed a Complaint Form and instructions specific to their transit agency by using the template found in **BlackCat Global Resources** or on the NDDOT Transit Operator Portal at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>. **VITAL DOCUMENT – TRANSLATE if significant LEP population.**

COMPLAINT LOG:

Valley Senior Services has adopted NDDOTs Transit Title VI – List of Investigations, Lawsuits, and Complaints, SFN 60805 found in **BlackCat Global Resources** or on the NDDOT Transit Operators Portal at: <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>

The completed form has been attached as part of the plan and will be submitted to NDDOT each year upon request.

3. TITLE VI NOTICE TO THE PUBLIC (GENERAL REQUIREMENT)

A Title VI Notice to the Public must be displayed to inform a recipient's customers of their rights under Title VI. At a minimum, recipients must post the notice on the agency's website and in public areas of the agency's office(s), including the reception desk, meeting rooms, etc. Many agencies display their Title VI Notices in transit facilities (e.g., headquarters, transit shelters and stations, etc.), and on transit vehicles (e.g., buses, rail cars, etc.). **The Title VI Notice is a vital document.** If any of the Limited English Proficient (LEP) populations in your service area meet the Safe Harbor threshold (see Chapter III), then the Notice should be provided in English and in any other language(s) spoken by LEP populations that meet the Safe Harbor Threshold. At a minimum, this statement in the Notice— "If information is needed in another language, then contact (701)-293-1440."— should be stated in English and in any other language(s) spoken by LEP populations that meet the Safe Harbor threshold. See Title VI Non-Discrimination Statement Plaque in **BlackCat Global Resources** Template or in the: <https://www.dot.nd.gov/divisions/localgov/docs/TitleVINon-DiscriminationStatementPlaqueTemplate5-2016.docx>

and the number of fixed route vehicles it operates in peak service if a transit provider.

2. Collect Title VI Programs from subrecipients and review programs for compliance. Collection and storage of subrecipient Title VI Programs may be electronic at the option of the primary recipient.
 3. At the request of FTA, in response to a complaint of discrimination, or as otherwise deemed necessary by the primary recipient, the primary recipient shall request that subrecipients who provide transportation services verify that their level and quality of FTA service is provided on an equitable basis. Subrecipients that are fixed route transit providers are responsible for reporting as outlined in Chapter IV of this Circular.
- b. When a subrecipient is also a direct recipient of FTA funds, that is, applies for funds directly from FTA in addition to receiving funds from a primary recipient, the subrecipient/direct recipient reports directly to FTA and the primary recipient/designated recipient is not responsible for monitoring compliance of that subrecipient. The supplemental agreement signed by both entities in their roles as designated recipient and direct recipient relieves the primary recipient/designated recipient of this oversight responsibility. See Appendix L for clarification of reporting responsibilities by recipient category.

6. TITLE VI EQUITY ANALYSIS:

We have none.

- a. The recipient shall complete a Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. Recipients shall engage in outreach to persons potentially impacted by the siting of facilities. The Title VI equity analysis must compare the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site.
- b. When evaluating locations of facilities, recipients should give attention to other facilities with similar impacts in the area to determine if any cumulative adverse impacts might result. Analysis should be done at the Census tract or block group where appropriate to ensure that proper perspective is given to localized impacts.

- c. If the recipient determines that the location of the project will result in a disparate impact on the basis of race, color, or national origin, the recipient may only locate the project in that location if there is a substantial legitimate justification for locating the project there, and where there are no alternative locations that would have a less disparate impact on the basis of race, color, or national origin. The recipient must show how both tests are met; it is important to understand that in order to make this showing, the recipient must consider and analyze alternatives to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then implement the least discriminatory alternative.

7. PUBLIC PARTICIPATION PLAN:

Tri-annually, each subrecipient is required to submit the following as part of their Title VI Plan. For immediate reference please review page(s) 25-26 of FTA C 4702.1B. Additional information can be found on page(s) 20-31 of FTA C 4703.1.

Title VI Public Participation, as required by USDOT Federal Transit Administration, describes the proactive strategies, procedures, and desired outcomes for the subrecipient's public participation activities.

Federal and State government mandate public involvement because it helps to guide department decisions in providing public transportation services. Public involvement also benefits Valley Senior Services and the public by allowing for the development of services that meet the needs of area citizens/customers. The Federal government mandates public involvement prior to raising fares, implementing major reductions in service, or applying for grants/loans to finance transportation improvement projects.

- b. Public Participation/Engagement-Subrecipients have wide latitude to determine how, when, and how often specific public participation activities should take place, and which specific measures are most appropriate.

1. Public Meetings

There are several public meetings that take place throughout our region each year that involve Valley Senior Services transportation services. All these meetings are open to the public and are publicized in local newspapers and /or newsletters prior to the meeting. We do not currently employ different meeting sizes and formats to accommodate minority, disabled and LEP individuals but all are invited, and we will accommodate any population as necessary.

Fargo Park Board- meets monthly in Fargo ND.

Traill County Senior Citizens Grantee Board Inc.-meets four times per year at various locations in Traill County, ND.

Steele County Council- meets six times a year at various locations in Steele County, ND.

Southeast Senior Services Board-meets quarterly starting in March each year in Richland County, ND.

Ransom County Council- meets quarterly at various locations in Ransom County, ND.

Sargent County Council-meets every other month at various locations in Sargent County, ND.

2. Coordination

Because Valley Senior Services also provides Nutrition and Resource services to seniors in our region, our program is regularly working with other agencies such as: Local food pantries, medical facilities, social services, educational institutions, and other organizations. These agencies provide a medium to educate and solicit feedback on current transit services. In the past three years Valley Senior Services has contacted all County Social Services Departments in our service area to inform them about our services. In addition, staff attend local service provider meetings to educate other agencies about services.

Valley Senior Services currently works with the Metro Interpreter Resource Center in securing translators for the LEP clients.

- c. As per requirements of [49 U.S.C. Sections 5307(b)] and [5307(c)(I)] Valley Senior Services will develop and/or consider a process to study public comment before raising a fare or carrying out a major reduction in transportation services.

d. Public Outreach Plan

- 1. How do you advertise? We advertise in the local newspapers in the county area. We also will put information in our newsletter that clients receive monthly.

To help Valley Senior Services engage underserved populations we will contact local medical facilities, community action agencies and local social services offices and offer the staff information and brochures about our transit services.

Since our service area is very rural Valley Senior Services will utilize three different mediums to reach low -income, minority and LEP populations with information about our transit services:

- First, we will contact the County Social Services office in the counties we serve and make the staff at these offices aware of our services by providing to them our transit brochure and other agency information.
- Second, Valley Senior Services will continue to advertise in public transit services in local newspapers through our region on a monthly basis.
- Third where possible we will promote our transit services on the local access television channels in our service area.

d. Type of Public Involvement

Going forward in the next year and at least on a yearly basis, Valley Senior Services will contact the following types of public organizations in our rural service area and provide them with our public transportation information. We feel this outreach effort will be the best way to reach the LEP, minority, low income, and underserved populations within our service area:

- Potential and current riders
- Non-riders
- Medical facilities/long term care centers
- Social Service Agencies
- Veterans

Valley Senior Services has adopted NDDOT Sign-In-Sheet form SFN: 59531 for use at public meetings. The form can be found on the NDDOT website at <https://www.dot.nd.gov/divisions/civilrights/titlevi.htm> under Title VI Forms.

Valley Senior Services has adopted NDDOT Title VI Public Participation Survey form SFN: 60149 as a mechanism for tracking information. This form can be found on the NDDOT website on the <https://www.dot.nd.gov/divisions/civilrights/titlevi.htm> under Title VI Forms.

8. LIMITED ENGLISH PROFICIENCY (LEP) PLAN:

Subrecipients are required to submit a Limited English Proficiency (LEP) Plan as part of their Title VI Program in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C.

2000d, et seq, and Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency. For immediate reference please review FTA C 4702.1B, Chapter III-9.

Valley Senior Services has developed a Limited English Proficiency (LEP) Plan using the template found on the NDDOT Transit Operator Portal for subrecipient use at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>.

NDDOT will assist subrecipient by providing demographic data. The demographic data by county will be placed in the **BlackCat System under Global Resources**. This information will be updated by NDDOT as needed.

Limited English Proficiency Plan

**Valley Senior Services
August 28, 2023**

**Transit Manager
2801 32nd Ave S
PO Box 2217
Fargo, ND 58108
(701)293-1440**

INTRODUCTION

This **Limited English Proficiency Plan (LEP)** has been prepared to address the Valley Senior Services responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English proficiency language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq, and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled **Improving Access to Services for Persons with Limited English Proficiency**, indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including all Valley Senior Services departments and subrecipients receiving federal grant funds.

Plan Summary

Valley Senior Services has developed this **Limited English Proficiency Plan** to help identify reasonable steps for providing language assistance to persons with limited English proficiency (LEP) who wish to access services provided. As defined Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, Valley Senior Services used the four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served by the Valley Senior Services.
2. The frequency with which LEP persons come in contact with Valley Senior Services.
3. The nature and importance of services provided by the Valley Senior Services to the LEP population.
4. The interpretation services available to Valley Senior Services and overall cost to provide LEP assistance. A summary of the results of the four-factor analysis is in the following section.

MEANINGFUL ACCESS: FOUR-FACTOR ANALYSIS

1. **The number or proportion of LEP persons in the service area who may be served or are likely to require Valley Senior Services.**

Valley Senior Services staff reviewed the LEP Demographics Survey 5 Year Estimate and determined that 13,351 persons in Valley Senior Services service area or .07% of the population speak a language other than English. Of those 13,351 persons 4,984 or 37% have limited English proficiency; that is, they speak English "not well" or "not at all", this is only a .02% of the overall population in the service area. In Valley Senior Services

area, of those persons with limited English proficiency, 521 speak Spanish, 79 speak French, 21 speak French Creole, 9 speak Italian, 49 speak Portuguese, 192 speak German, 59 speak Scandinavian, 7 speak Greek, 115 speak Russian, 45 speak Polish, 367 speak Serbo-Croatian, 184 speak Slavic, 35 speak Persian, 3 speak Gujarati, 57 speak Hindi, 14 speak Urdu, 549 speak Indic, 18 speak Indo-European, 471 speak Chinese, 10 speak Japanese, 27 speak Korean, 380 speak Vietnamese, 197 speak Asian, 77 speak Tagalog, 3 speak Pacific Island, 8 speak Native North American, 320 speak Arabic, 1098 speak African, 69 speak other and unspecified languages.

- 2. The frequency with which LEP persons come in contact with Valley Senior Service.**
Valley Senior Services staff reviewed the frequency with which the board/council, office staff and bus/van drivers have, or could have, contact with LEP persons. This includes documenting phone inquiries or office visits. To date, Valley Senior Services has had (3) requests for interpreters and (0) requests for translated program documents. The board/council, office staff and bus/van drivers have had very little contact with LEP persons.

- 3. The nature and importance of services provided by Valley Senior Services to the LEP population.**

There is no large geographic concentration of any type of LEP individuals in the service area for Valley Senior Services. The overwhelming majority of the population, 93%, speak only English. As a result, there are few social, service, professional and leadership organizations within Valley Senior Services service area that focus on outreach to LEP individuals. Valley Senior Services board/council, office staff and bus/van drivers are most likely to encounter LEP individuals through bus/van rides, office visits, phone conversations, and attendance at Board/Council meetings.

- 4. The resources available to the Valley Senior Services and overall costs to provide LEP assistance.**

Valley Senior Services reviewed its available resources that could be used for providing LEP assistance, which of its documents would be most valuable to be translated if the need should arise. Our staff has worked with a local translation service and with the children and grandchildren of the clients for translation service. Other language translation if needed would be provided through a telephone interpreter line for which Valley Senior Services would pay a fee.

LANGUAGE ASSISTANCE

A person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English may be a Limited English Proficient person and may be entitled to language assistance with respect to Valley Senior Services. Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language and/or translation, which means the written transfer of a message from one language into another language.

How Valley Senior Services staff may identify an LEP person who needs language assistance:

- Post notice of LEP Plan and the availability of interpretation or translation services free of charge in languages LEP persons would understand.

- All Valley Senior Services staff will be provided with ("I Speak" cards, Google Translate, or method used) to assist in identifying the language interpretation needed if the occasion arises.
- All Valley Senior Services staff will be informally surveyed periodically on their experience concerning any contacts with LEP persons during the previous year.
- When Valley Senior Services sponsors an informational meeting or event, an advanced public notice of the event should be published including special needs related to offering a translator (LEP) or interpreter (sign language for hearing impaired individuals). Additionally, a staff person may greet participants as they arrive. By informally engaging participants in conversation, it is possible to gauge each attendee's ability to speak and understand English. Although translation may not be able to be provided at the event it will help identify the need for future events.

Language Assistance Measures

Although there is a very low percentage in Valley Senior Services of LEP individuals, that is, persons who speak English "not well" or "not at all", it will strive to offer the following measures:

1. Valley Senior Services staff will take reasonable steps to provide the opportunity for meaningful access to LEP clients who have difficulty communicating English.
2. The following resources will be available to accommodate LEP persons:
 - Volunteer interpreters for the Spanish language are available and will be provided within a reasonable time period.
 - Google Translate on tablets or cell phones.
 - Language interpretation will be accessed for all other languages through a telephone interpretation service.

STAFF TRAINING

The following training will be provided to all staff:

- Information on the Title VI Policy and LEP responsibilities.
- Description of language assistance services offered to the public.
- Use of the "I Speak" cards, Google Translate, Language Line or Telephone Translators.
- Documentation of language assistance requests.
- How to handle a potential Title VI/LEP complaint.

All contractors or subcontractors performing work for Valley Senior Services will be required to follow the Title VI/LEP guidelines.

TRANSLATION OF DOCUMENTS

Valley Senior Services weighed the cost and benefits of translating documents for potential LEP groups. Considering the expense of translating the documents, the likelihood of frequent changes in documents and other relevant factors, at this time it is an unnecessary burden to have any documents translated.

Valley Senior Services has developed a Public Participation Plan and has an outreach procedure in place, as of 2020. Translation resources have been identified and are limited in this

region. However, when and if the need arises for LEP outreach, Valley Senior Services will consider the following options:

- When staff prepares a document, or schedules a meeting, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population.

MONITORING

Monitoring and Updating the LEP Plan – Valley Senior Services will update the LEP Plan as required. At a minimum, the plan will be reviewed and updated when data from the 2020 U.S. Census is available, or when it is clear that higher concentrations of LEP individuals are present in Valley Senior Services service area. Updates will include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.
- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether local language assistance programs have been effective and sufficient to meet the need.
- Determine whether Valley Senior Services financial resources are sufficient to fund language assistance resources needed.
- Determine whether Valley Senior Services fully complies with the goals of this LEP Plan.
- Determine whether complaints have been received concerning the agency's failure to meet the needs of LEP individuals.
- Maintain a Title VI complaint log, including LEP to determine issues and basis of complaints.

DISSEMINATION OF THE Valley Senior Services LEP PLAN

- Post signs at conspicuous and accessible locations notifying LEP persons of the LEP Plan and how to access language services.
- State on agendas and public notices in the language that LEP persons would understand that documents are available in that language upon request at 701-293-1440.

Valley Senior Services Transit Complaint/Title VI Complaint Log

Person filing complaint

Complaint

Date complaint submitted

Title VI or Non Title VI

Action Taken to Resolve Complaint

Date complaint was resolved

Resolution reviewed by


**VALLEY SENIOR SERVICES
TITLE VI AND NON-DISCRIMINATION POLICY STATEMENT**

Valley Senior Services, hereinafter referred to as the "TRANSIT AGENCY" is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and statutes. The TRANSIT AGENCY assures that no person or groups(s) of persons shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by the TRANSIT AGENCY, regardless of whether those programs and activities are federally funded or not. In addition to Title VI, there are other nondiscrimination statutes which include sex, age, and disability. These requirements define an over-arching Title VI/Nondiscrimination and ADA Program.

The TRANSIT AGENCY also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies, and activities on minority and low-income populations. In addition, the TRANSIT AGENCY will provide meaningful access to services for persons with Limited English Proficiency for language assistance free of charge to the person upon request.

In the event the TRANSIT AGENCY distributes federal-aid funds to a subrecipient, the TRANSIT AGENCY will include Title VI language in all written agreements and will monitor for compliance.

The TRANSIT AGENCY's Title VI Coordinator-Transit Manager **701-356-1440; 2801 32nd Ave S, PO Box 2217, Fargo, ND 58103; info @valleyseniors.org** is responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulations (CFR) 200 and 49 CFR 21.



Signature

Executive Director

Title

9/26/2023

Date

Ransom County Transit

Public Transportation

Please call (877) 857-3743 or (701) 683-3131 to schedule a ride

Fares:

Out of County - \$8.00/round trip

In County - \$5.00/round trip

In Lisbon - \$2.00/round trip + \$1.00 per additional stop

STATEMENT OF NON-DISCRIMINATION

Under Title VI of the Civil Rights Act of 1964, and its related statutes and regulations, no person or groups of persons shall be, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs or activities funded in whole or in part with Federal Funds. In Addition to Title VI, there are other non-discrimination statutes which include sex, age, and disability. These requirements define an over-arching Title VI/Non-discrimination and ADA Program. Contact the Transportation Manager **701 293-1440; 2801 32nd Ave So, PO Box 2217, Fargo ND 58108; on our website at valleyseniorservices.org** to request additional information on our nondiscrimination obligations or to file a complaint.

REASONABLE MODIFICATION

Valley Senior Services will consider every request for reasonable modification from individuals with disabilities . Language assistance for persons with limited English proficiency (LEP) is available free of charge. To request a reasonable modification or language assistance contact our office at **701 293-1440; 2801 32nd Ave So, PO Box 2217, Fargo ND 58108; on our website at valleyseniorservices.org**

VALLEY SENIOR SERVICES

EXTERNAL COMPLAINTS OF DISCRIMINATION

PART I - COMPLAINANT INFORMATION (Print all items legibly.)

Name		Telephone
Street Address/P.O. Box		Email Address
City	State	Zip Code

PART II - CAUSE OF DISCRIMINATION OR COMPLAINT BASED ON [Check all appropriate box(s).]

Title VI of the Civil Rights Act of 1964

☐ Race ☐ Color ☐ National Origin

Other Nondiscrimination Statutes/Executive Orders

☐ Sex ☐ Disability ☐ Limited English Proficiency ☐ Age ☐ Income Status

PART III - THE PARTICULARS ARE: (Include names, dates, places, and incidents involved in the complaint.) [If additional space is needed, attach extra sheet(s).]

PART IV - REMEDY SOUGHT [State the specific remedy sought to resolve the issues(s).]

--

PART V - VERIFICATION

Complainant's Signature _____ Date _____

Instructions

GENERAL

1. Instructions provided within this form are not meant to be all inclusive. Any person or group(s) of persons filing external complaints of discrimination are responsible for all procedural requirements contained in the External Complaints of Discrimination process.
2. Under Title VI of the Civil Rights Act of 1964 or the related statutes and regulations, no person or groups(s) of persons shall, on the grounds of race, color, national origin; or sex, age, disability, limited English proficiency, or income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by Valley Senior Services. Any person or groups(s) of persons who feel they have been discriminated against may file a complaint.
3. Complainants **must** include all required information and **must** meet all timeframes as defined in the Valley Senior Services Complaint Procedure.
4. Legible copies of all available pertinent documentation should be attached to this form.
5. All inquiries should be directed to Transit Manager, Valley Senior Services, 2801 32nd Ave So. PO Box 2217 Fargo, ND 58018, 701-293-1440.

PART I

Complete all information in this section.

PART II

Check all boxes that apply indicating the basis for the complaint. The discrimination **must** be based on at least one of the listed categories under Title VI or Other Nondiscrimination Statutes/Executive Orders. If the complaint pertains to service and the type is not listed, select "Other" and describe.

PART III

State the specific complaint in a manner that clearly identifies the issues upon which the complaint is based.

PART IV

State the minimum remedy acceptable for resolution of this complaint.

PART V

Sign and date this section to verify the information contained in Parts I through IV.

External Complaints of Discrimination

A. Introduction

Valley Senior Services External Complaints of Discrimination process is consistent with the Federal Transit Administration's (FTA) Title VI complaint procedures filed under Title VI of the Civil Rights Act of 1964 (and related nondiscrimination statutes), Title II of the Americans with Disabilities Act of 1990, and/or Section 504 of the Rehabilitation Act of 1973. The related nondiscrimination statutes, regulations, Executive Orders (E.O.), directives, and other references are available upon request.

B. Agencies Authorized to Receive Complaints

Complaints may be submitted to one of the following: Sub Recipient of NDDOT, NDDOT, FTA, the United States Department of Transportation (USDOT), or the United States Department of Justice (USDOJ). See Appendix A.

C. Persons Eligible to File

Any person or any specific class of persons, by themselves or by a representative, that believe they have been subjected to discrimination or retaliation prohibited by Title VI of the Civil Rights Act of 1964 (Race, Color, or National Origin), Section 504 of the Rehabilitation Act of 1973 (Section 504), or Title II of the Americans with Disabilities Act of 1990 (ADA), or related statutes (age, sex, or income status), may file a complaint.

D. Filing a Complaint

1. A complaint is a written or electronic statement concerning an allegation of discrimination that contains a request for the receiving office to take action. Complaints should be complete and sign Valley Senior Services External Complaints of Discrimination form and file by mail, fax, in person, or e-mail. A complaint should contain at least the following information:
 - a. A written explanation of what has happened;
 - b. A way to contact the complainant;
 - c. The basis of the complaint, i.e., race, color, national origin; or sex, age, disability, income status, or limited English proficiency;
 - d. The identification of the respondent, i.e., agency/organization alleged to have discriminated;
 - e. Sufficient information to understand the facts that led the complainant to believe that discrimination occurred; and
 - f. The date(s) of the alleged discriminatory act(s).
2. While the above indicates a complaint should be in writing and signed, Valley Senior Services will accept complaints in alternate formats from persons with disabilities, upon request.
 - a. Upon request to Valley Senior Services, the complaint may be filed on a compact disk (PDF, work document, or audio recording are all acceptable formats) or in Braille.

3. The complainant may contact Valley Senior Services for assistance in filing a complaint. Valley Senior Services will consider every request for reasonable accommodation to provide:
 - a. Accommodation for people with disabilities;
 - b. Language interpretation for people with limited English proficiency (LEP);
 - c. Translation of written materials necessary to access Valley Senior Services programs and information.

To request accommodations, complainants may contact: Valley Senior Services Transit Manager 701-293-1440.

TTY users may use Relay North Dakota at 711 or (800)366-6888.

E. Timeframes for Filing a Complaint

1. Complaints must be filed within 180 calendar days of the last date of the alleged discrimination, unless the time for filing is extended. The filing date of the complaint is the earlier of:
 - a. The postmark of the complaint, or
 - b. The date the complaint is received by any agency that has jurisdiction for the complaint. See Appendix A.

F. Complaints Received by Valley Senior Services Under FTA Jurisdiction

1. Complaints filed under Title VI, related statutes, and Section 504/ADA in which Valley Senior Services is named as respondent will be forwarded by Valley Senior Services to NDDOT Civil Rights Division.
2. Title VI, related statutes, and Section 504/ADA complaints filed directly with Valley Senior Services against its sub recipients or contractors will be processed by Valley Senior Services in accordance with the FTA approved complaint procedures under FTA C 4710.1, FTA C 4702.1B, 49 CFR 27.13(b).
3. Valley Senior Services may investigate complaints against its sub recipients or contractors as follows:
 - a. The complaint will be reviewed within 10 business days to determine whether it contains all of the necessary information required for acceptance.
 - b. If the complaint is complete and no additional information is needed, the complainant will be sent a letter of acceptance along with the Complainant Consent/Release form and the Notice About Investigatory Uses of Personal Information fact sheet.
 - c. If the complaint is incomplete, the complainant will be contacted in writing or by telephone to obtain the additional information. The complainant will be given 10 business days to respond to the request for additional information.
 - d. If the investigator is not contacted by the complainant or does not receive the additional information within 15 business days, or if the complainant no longer wishes to pursue their case, Valley Senior Services can issue a letter and administratively close the case.

G. Complainant is Represented by an Attorney

Complainants represented by an attorney should provide a letter of representation.

H. Timeframes for Investigations by Valley Senior Services.

1. For Title VI or related statutes complaints, Valley Senior Services is required to follow the FTA C 4702.1B to comply with reporting requirements of 49 CFR 21.9(b). The investigation information is recorded on the Transit Title VI – List of Investigations, Lawsuits, and Complaints (SFN 60805) and submitted to NDDOT every year. Although, FTA regulations do not specify a timeframe for the investigation of Title VI complaints, the Valley Senior Services attempts to complete investigations within 90 calendar days of receipt of the complaint from NDDOT.
2. For Section 504/ADA complaints, Valley Senior Services is required to follow the FTA C 4710.1 to comply with reporting requirements of 49 CFR 27.121(b). Valley Senior Services shall forward a copy of the complaint, together with a copy of the report of investigation within 90 calendar days of receipt of the complaint to NDDOT and FTA.

I. Letters of Finding (LOFs)

1. The FTA has delegated authority for issuing LOFs for Title I, related statutes, and Section 504/ADA complaints processed by FTA.
2. Valley Senior Services has delegated authority for issuing LOFs for Title VI, related statutes, and Section 504/ADA complaints processed by Valley Senior Services against FTA funded sub recipients or contractors.

J. Appeals

1. LOFs issued by the FTA are administratively final.
2. Closure letters or LOFs issued by Valley Senior Services under FTA jurisdiction on Title VI, related statutes, and Section 504/ADA complaints may be appealed to FTA within 15 calendar days after the date of the closure letter or the LOF.

APPENDIX A

Agencies Authorized to Receive and Process Complaints of Discrimination

North Dakota Department of Transportation

Civil Rights Division
608 E. Boulevard Avenue
Bismarck, ND 58507-0700

Phone: (701) 328-2576
Fax: (701) 328-0343
TTY: 711 or (800) 366-6888

Federal Transit Administration (FTA)

Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor – TCR
1200 New Jersey Avenue, S.E.
Washington, DC 20590

Phone (888) 446-4511

United States Department of Transportation (USDOT)

Departmental Office of Civil Rights
1200 New Jersey Avenue, S.E.
Washington, DC 20590

Phone: (202) 366-4649
Fax: (201) 202) 366-5575
TTY/Assistive Device: (202) 366-9696

USDOJ – Race, Color, National Origin Complaints

Federal Coordination & Compliance Section – NRB
Civil Rights Division
U.S. Department of Justice (USDOJ)
950 Pennsylvania Avenue, N.W.
Washington, DC 20530

Phone: (888) 848-5306 (English & Spanish)
(202) 307-2222 (voice)
(202) 307-2678 (TDD)

USDOJ – ADA Complaints

US Department of Justice (USDOJ)
950 Pennsylvania Avenue, N.W.
Civil Rights Division
Disability Rights Section 1425 NYAV
Washington, DC 20530

Fax: (202) 307-1197

ADA Information Line: (800) 514-0301 (voice) or
(800) 514-0383 (TTY)
Main Section Telephone Number:
(202) 307-0663 (voice and TTY)

Attachment H

Demographic Information

A large, faint background graphic depicting a network of stylized human figures. The figures are connected by curved lines, forming a complex web. Some figures are larger than others, and the overall shape of the network is roughly circular, with lines extending outwards. The figures are in various poses, some standing, some walking, and some interacting.

DEMOGRAPHIC FORECAST STUDY

for the FM Metropolitan Area

Prepared for the
Fargo-Moorhead Metropolitan
Council of Governments

JUNE 2017

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INTRODUCTION

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) develops demographic forecasts for the Fargo-Moorhead metropolitan area every five years as part of the long-range transportation planning process. These demographic forecasts are also very important for local units of governments and other entities to support other ongoing planning efforts.

Population projections developed in this report will support the update of Metro COG's 2045 Long Range Transportation Plan (LRTP). Beyond supporting core metropolitan-level transportation planning, all subsequent subarea and corridor level planning completed by Metro COG is supported by the demographic projections and resulting travel demand forecasting.

STUDY AREA

Defining the Study Area

Throughout this document, references are made to the Metropolitan Planning Area (MPA) and the Metropolitan Statistical Area (MSA). The Metropolitan Planning Area is the designated study area for Metro COG. The Metropolitan Statistical Area is a Census Bureau defined region consisting of counties that contain at least one urban area with a population of at least 50,000. The Fargo-Moorhead MSA includes Cass County, North Dakota and Clay County, Minnesota.

Metropolitan Planning Area

The Metro COG Metropolitan Planning Area (MPA) is comprised of 30 townships from within Cass County, North Dakota and Clay County, Minnesota. Since the last demographic forecast and travel demand model were completed, the cities of Casselton, Kindred, Hawley, Barnesville, and 14 additional townships have been added to the Metro COG planning area. Table 1 shows the cities and townships within the MPA, and for which forecasts are provided.

For the purposes of the 2016 Demographic Forecast, cities were designated as either a *Primary City* or a *Smaller City*. Forecast methodologies for Primary Cities will use the Cohort-Component approach which results in population forecasts broken down into five-year age groups by sex. Forecast methodologies for Smaller Cities will use the Structural Model approach which results in total population forecasts. These methodologies are explained in greater detail later in this document.

Table 1: Cities and Townships Included in Study Area

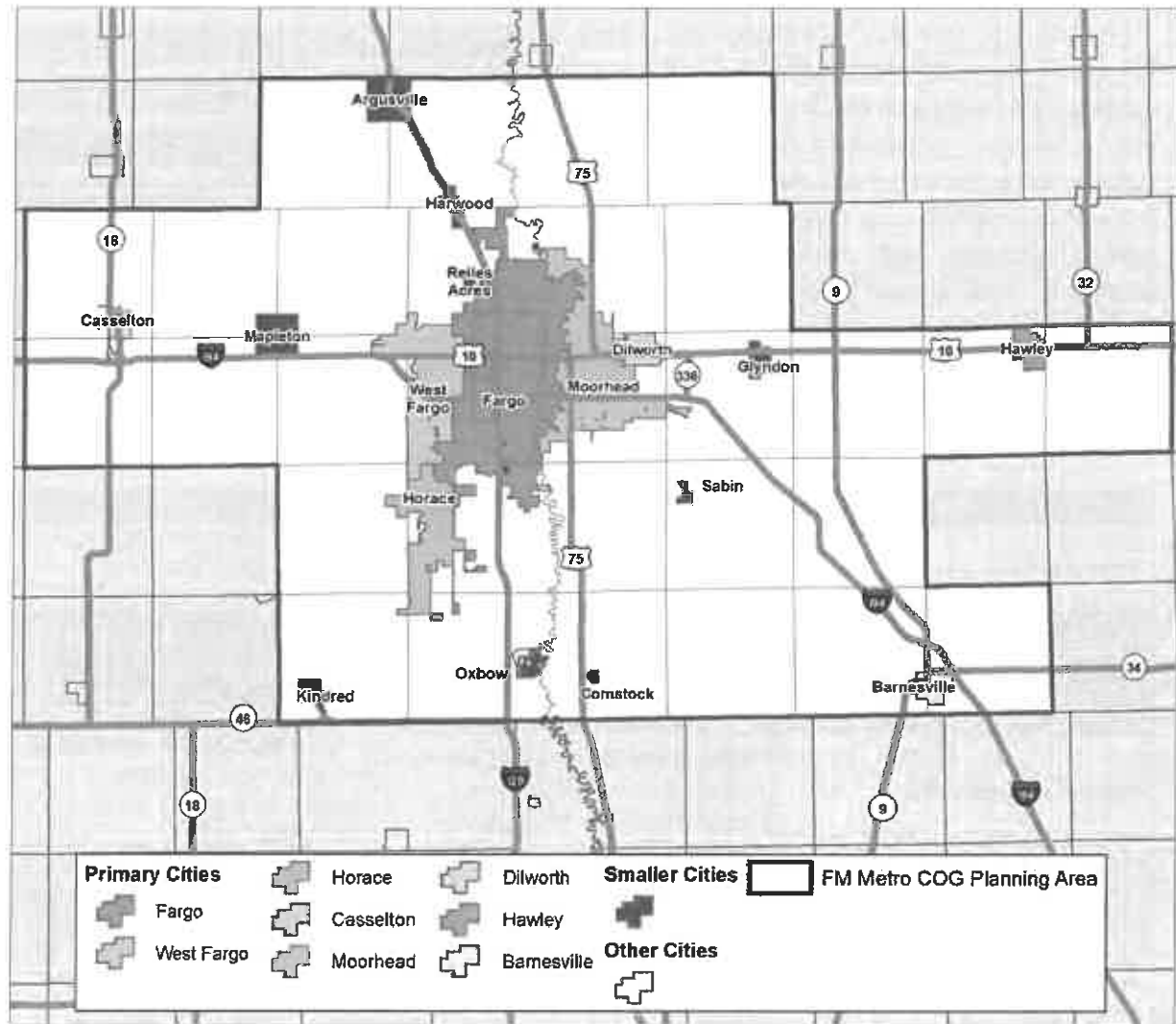
North Dakota			Minnesota		
Cities	Townships		Cities	Townships	
Fargo ^P	Berlin	Mapleton	Moorhead ^P	Kragnes	Kurtz
West Fargo ^P	Harwood	Warrant	Dilworth ^P	Morken	Elmwood
Harwood ^S	Casselton ^N	Normanna ^N	Glyndon ^S	Oakport	Elkton ^N
Horace ^P	Harmony ^N	Stanley	Sabin ^S	Moland	Holy Cross ^N
Mapleton ^S	Raymond	Pleasant ^N	Hawley ^{PN}	Glyndon	Alliance ^N
Casselton ^{PN}	Reed		Barnesville ^{PN}	Riverton ^N	Barnesville ^N
Kindred ^{SN}	Everest ^N			Hawley ^N	Humboldt ^N
Reile's Acres ^S	Durbin ^N			Egdon ^N	Moorhead

^PPrimary City

^SSmaller City

^NNew City/Township for 2016 Demographic Forecasts

Figure 1: Fargo-Moorhead Metropolitan Council of Governments Planning Area



STUDY OBJECTIVES

There are four primary objectives for this study:

- » **Review:** Evaluate assumptions and forecasts of the 2012 Demographic Forecast Study in the context of recent trends affecting the Fargo-Moorhead metropolitan area.
- » **Collect:** Identify needed data and procedures to prepare Metro COG's Travel Demand Model (TDM) for use in developing the 2045 LRTP.
- » **Forecast:** Establish new forecast methodologies for a demographic forecast to 2045.
- » **Assign:** Allocate household and employment data to Traffic Analysis Zones (TAZs) for the TDM update.

A more thorough discussion of these activities is included later in this report.

STUDY PROCESS

The Demographic Forecast Study followed the process laid out in Figure 2. Demographic forecast studies require a robust set of data (Table 2), including existing and anticipated employment levels; population, including live births and deaths statistics; the number and size of households; building permit records, and primary, secondary, and post-secondary education enrollment. These datasets were used to determine recent growth and perform a consistency review with previous demographic forecasts and ultimately informed the forecasts included in this study.

Figure 2: Study Process



Table 2: Data Needs and Sources

Data Need	Description	Sources
Employment	Number and location (TAZ) of employment.	Bureau of Economic Analysis, Bureau of Labor Statistics, InfoGroup USA
Population	Number of people residing in each city and county in the metropolitan area.	Census Bureau: Decennial Census, Census Estimates Program, American Community Survey.
Number of Households	Number and location (TAZ) of households; household type (single-family, multi-family).	Building permit data, water usage and other local indicators provided by each city in the metropolitan area.
Size of Households	Number of 1-person, 2-persons, 3-persons and 4+-person households.	Census Bureau's Decennial Census, 2015 Census Estimates, American Community Survey, InfoGroup USA.
Primary and Secondary Enrollment	Enrollment data by grade.	Provided by each school district in the metropolitan area.
Post-Secondary Enrollment	Enrollment data by entering class.	Provided by each university and college in the metropolitan area.
Live Births	Annual number of live births, fertility rates.	National Center for Health Statistics, Minnesota Department of Health, North Dakota Department of Health
Deaths	Annual number of deaths, mortality rates	National Center for Health Statistics, Minnesota Department of Health, North Dakota Department of Health

PUBLIC INPUT

Given the technical nature of the Demographic Forecast Study, the majority of the public input into the development of the work product came through face-to-face meetings with key stakeholders early in the process to help form the foundation of the methodology development. The consultant and Metro COG staff engaged with representatives from the following organizations in order to develop a full understanding of demographic trends and factors influencing demographic change in the metropolitan area:

- » Greater Fargo-Moorhead Economic Development Corporation
- » Metro COG Full and Associate Members
- » Metropolitan School Districts
- » NDSU, MSUM, North Dakota State College of Science, and Concordia
- » Lutheran Social Services
- » Cass and Clay County Social Services
- » Fargo-Moorhead Homebuilders Association
- » Fargo-Moorhead Area Association of Realtors

A Study Review Committee (SRC) comprised of technical staff from the Advanced Traffic Analysis Center (ATAC), Cass County, Clay County, Dilworth, Fargo, Moorhead, West Fargo, North Dakota Department of Transportation, Minnesota Department of Transportation, and Metro COG was involved throughout the consistency review, methodological design, and forecast developments of the study process. They met in four working sessions to provide input and confirm the results of the study process.

At the end of the study process, this final report was made available for public review by advertising a formal public comment period regarding the final outcomes of the study process.

CONSISTENCY REVIEW

The Census Bureau provides population estimates through both the Annual Estimates Program and the American Community Survey. To prepare the 2016 Demographic Forecast Study, both population estimates for 2015 were compared against estimates completed in the 2012 Demographic Forecast Study (Figure 3). The U.S. Census Bureau Annual Estimate for 2015 was 8,006 people, or 3.5 percent, greater than Scenario A, the scenario approved by the Metro COG Policy Board for use in the 2040 LRTP. As shown in Figure 4, as population projections get closer to the actual projection year, accuracy improves. This comes from updated assumptions based on new data and trends.

Figure 3: 2015 Population Estimates

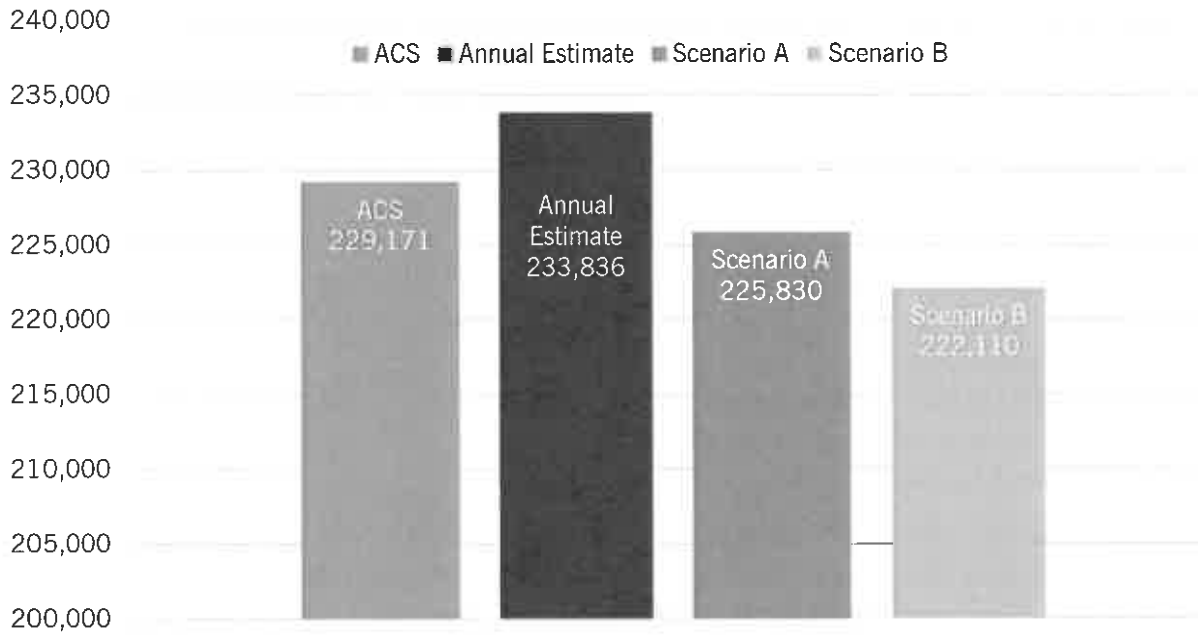
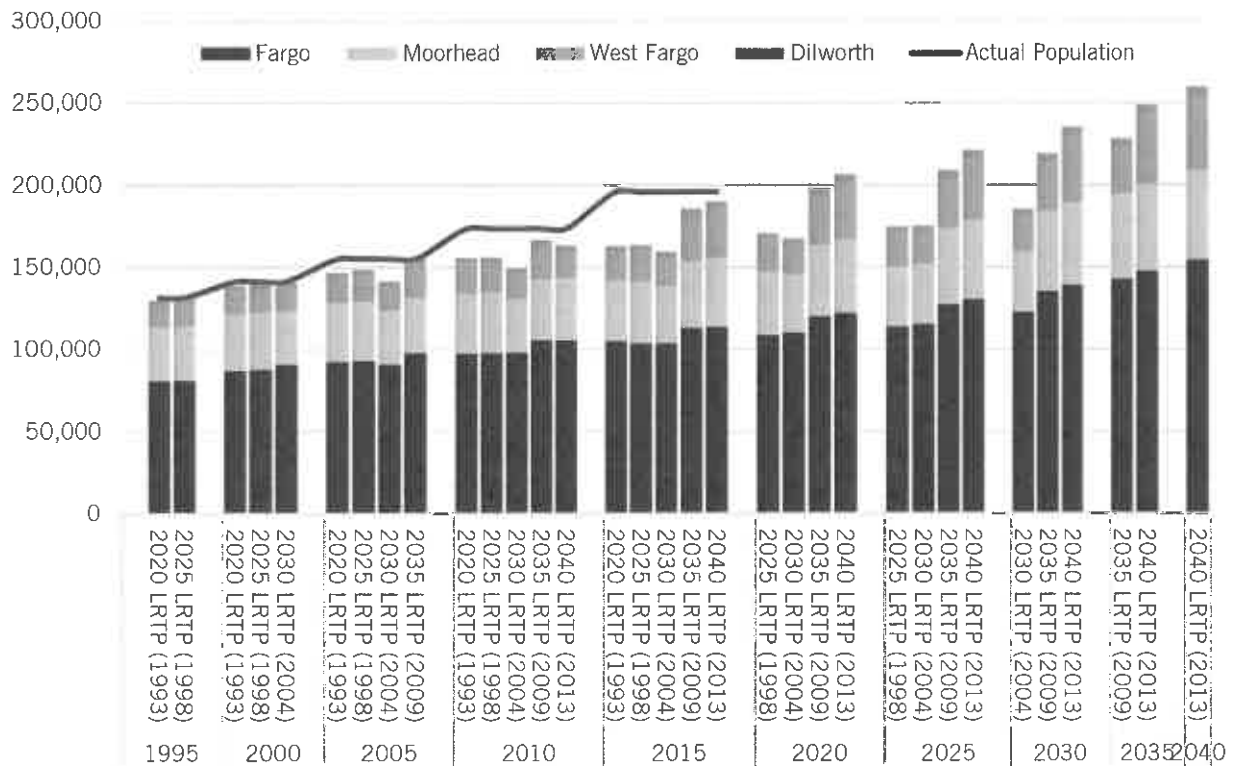


Figure 4: Summary of Previous LRTP Demographic Forecasts



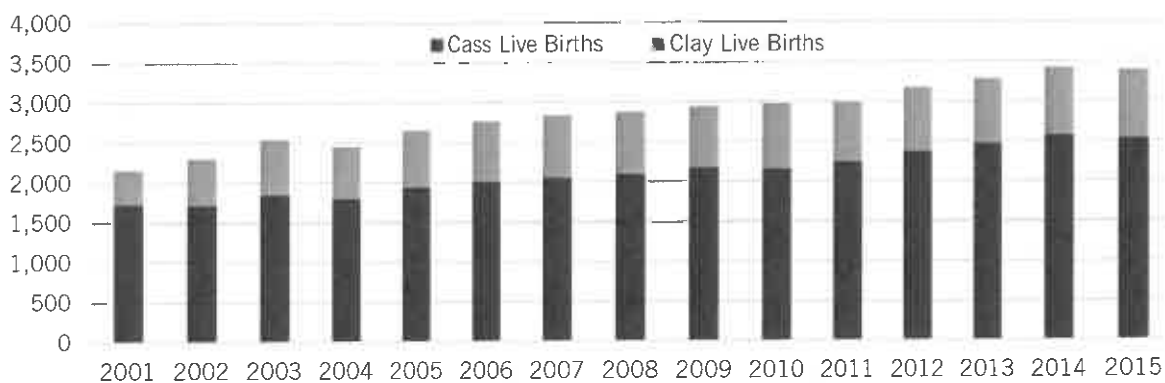
STUDY AREA GROWTH

The demographic forecasts completed for the Fargo-Moorhead metropolitan area include two major components: natural increase, comprised of births and deaths, and net migration, comprised of people moving into and out of the metropolitan area. These two components have undergone significant change since the 2012 Demographic Forecast.

Births

The number of births in the region since the 2010 Decennial Census significantly surpassed 2012 forecast levels. Live births from 2010 to 2015 were 16,024, which is 8.8 percent higher than Scenario A's forecasted births (14,730). It is unlikely that these additional births were a result of increased birth rates, but more likely the case that more females of childbearing age moved into or remained in the region during this time. Figure 5 shows live births in Cass and Clay counties from 2001 to 2015.

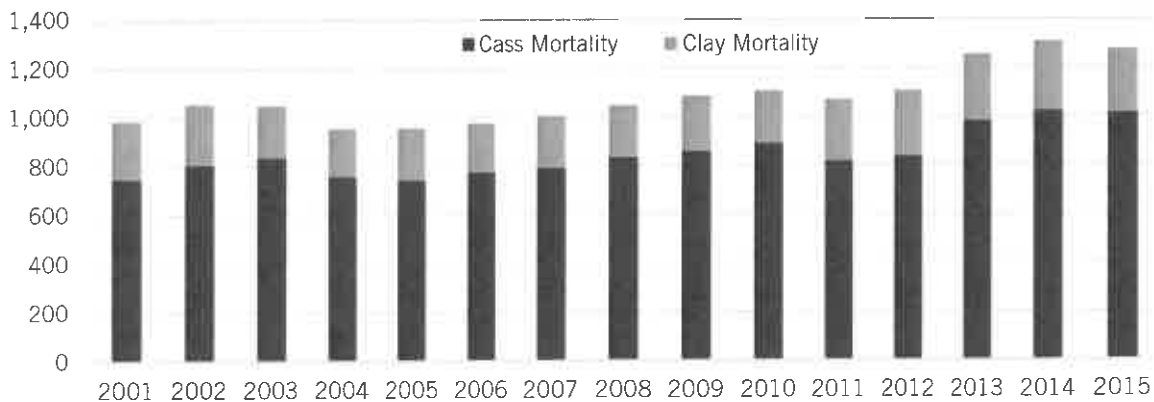
Figure 5: Historic Live Births



Deaths

The actual mortality rate in Cass and Clay counties was lower than assumed in the 2012 Demographic Forecast. Scenario A's forecasted deaths for 2010 to 2015 was 8,720, but actual deaths were 25.4 percent lower for the same period at 6,505. Figure 6 shows mortality in Cass and Clay counties from 2001 to 2015.

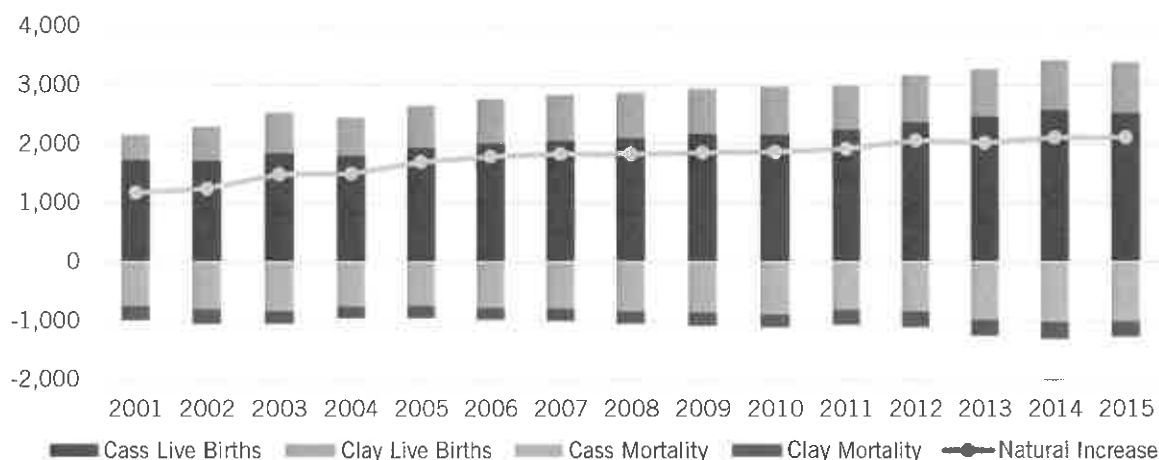
Figure 6: Historic Mortality



Natural Increase

The result of the lower mortality rate can account for approximately 27 percent of the difference between the Census Bureau Annual Estimate for 2015 and the Scenario A forecast for 2015. Much of the remaining 73 percent of the difference can be accounted for by a combination of lower than expected out-migration of people in their twenties and their subsequent fertility and higher than expected in-migration. This is substantiated by IRS migration statistics. The lower number of deaths (2,215) and the higher number of births (1,294) would account for 3,509 of the approximately 8,000 more people in the Fargo-Moorhead metropolitan area than forecasted. Figure 7 shows the natural population increase in Cass and Clay counties from 2001 to 2015.

Figure 7: Natural Increase



Net Migration

Net migration is not based on easily accessible data, but rather a set of assumptions including foreign immigration, net migration of college students, retention of recently graduated college students (resulting in lower out-migration), and net migration for specific cohorts like those over sixty or young families.

North Dakota's economy expanded from 2011 to 2015 as a result of strong commodity prices (both oil and agricultural), which resulted in lower than expected out-migration and higher than expected in-migration. This, combined with the related age-specific fertility rates of those who chose to stay in the community, can account for most of the remaining difference between the 2015 Census estimates and the 2015 forecast from the 2012 Demographic Forecast Study. (The application of the birth rate suggests 2,300 additional females, which together with their male partner accounts for a total 4,600 increased migration.)

SCHOOL ENROLLMENT

This study focused on the four public school districts found in Fargo, West Fargo, Moorhead, and Dilworth. Since 2010, K-12 school enrollment in the four districts has grown 17.2 percent, from 24,288 in 2010 to 28,454 at the end of the 2015-2016 school year. It is important to note that change in student enrollment in a given year does not equate to change in population for the same year because actual population includes age groups not included in the school population. The most significant additional component are pre-school age children who are in the community. Even in the event that no additional children were to move into the area, a

school district would still see the enrollment growth of the next five years if the number of pre-school age children is larger than those in the high school grades. Table 3 shows the school district enrollment for each of the four public school districts from the 2010-2011 school year through the 2015-2016 school year.

Table 3: Primary City School District Historic Enrollment

School Year	Fargo	West Fargo	Moorhead	Dilworth-Glyndon-Felton	Total
2010-2011	10,307	7,212	5,388	1,381	24,288
2011-2012	10,365	7,535	5,395	1,421	24,716
2012-2013	10,672	8,052	5,556	1,465	25,745
2013-2014	10,775	8,548	5,648	1,511	26,482
2014-2015	10,853	9,079	5,891	1,575	27,398
2015-2016	10,995	9,604	6,217	1,638	28,454

Enrollment Projections

Enrollment projections were provided by each school district listed below.

Fargo Public Schools

Since the 2010-2011 school year, Fargo Public Schools' (FPS) enrollment has grown 6.7 percent, or nearly 700 students, to 10,995; this is an average annual growth rate of 1.1 percent. FPS enrollment projections through the 2020-2021 school year expect to continue to grow at annual growth rates above one percent, to 11,920 students by the 2020-2021 school year.

West Fargo

Of the four primary school districts, West Fargo Public Schools (WFPS) has experienced the largest growth since the 2010-2011 school year. Since 2010-2011, WFPS has grown 33.2 percent, or nearly 2,400 students; this is an average annual growth rate of 5.5 percent. Enrollment forecasts through the 2020-2021 school year expect the annual growth rate to peak in the 2016-2017 school year and slowly decline, adding between 550 and 605 students each year. By the 2020-2021 school year, WFPS will surpass 12,500 students and become the largest school district in the metropolitan area.

Moorhead

Moorhead Public Schools' (MPS) enrollment has grown 15.4 percent, 830 students, since the 2010-2011 school year. This is an average annual growth rate of 2.6 percent. The MPS enrollment projections expect average annual growth around three percent through the 2020-2021 school year. While this is lower than the 2014-2015 and 2015-2016 annual growth rates, it is still significantly higher than growth rates experienced for many previous school years. The expected enrollment for the 2020-2021 school year is 7,250.

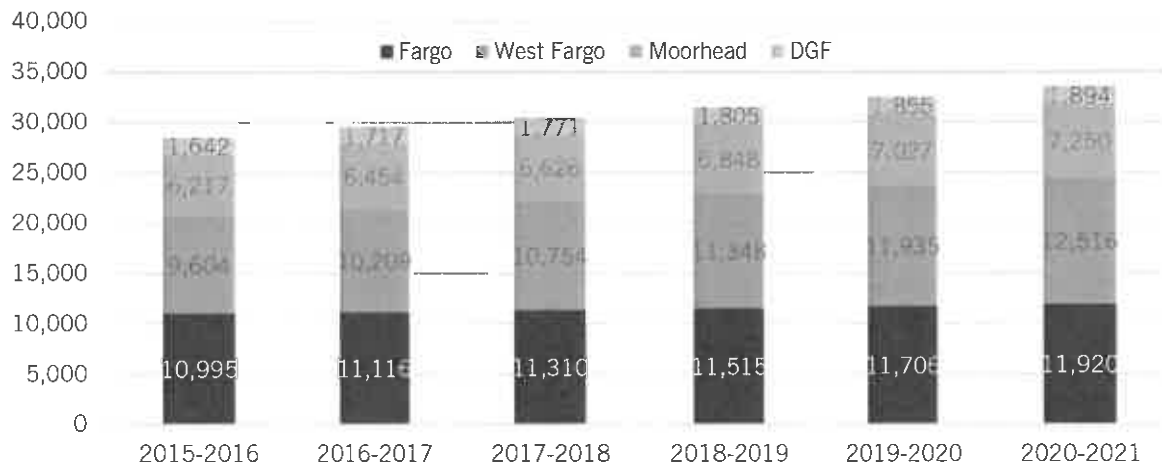
Dilworth-Glyndon-Felton

Dilworth-Glyndon-Felton (DGF) is a combined school district in Minnesota that includes the primary city of Dilworth and the smaller city of Glyndon. Felton is outside the Metro COG planning area. DGF's enrollment has grown 20.5 percent, 279 students, since the 2010-2011 school year, or an average of 3.4 percent annually. The 2020-2021 enrollment projections expect nearly 1,900 students for an average annual growth rate around 2.9 percent, which is slightly lower than growth rates experienced since 2011.

Summary of Enrollment Projections

Figure 8 shows the summary of enrollment projections. By the 2020-2021 school year, there is expected to be more than 33,500 primary and secondary students in the metropolitan area, an increase of approximately 18 percent from 2015-2016 enrollment.

Figure 8: Summary of Enrollment Projections



RESIDENTIAL BUILDING PERMITS

Building permit data provides an estimation of the gross number, location and type of dwelling units being constructed within the metropolitan area, allowing an understanding of where new growth is concentrated and the anticipated number and size of new households. Using the 2010 Decennial Census and detailed building permit data allows a fairly accurate estimate of current dwelling units for each primary city. Coupling these data with occupancy rates, existing home sales, and other relevant data allows an estimate of key household characteristics.

Number and Location of Building Permits Issued

From 2010 to 2015, the number of building permits issued in the metropolitan area surpassed 14,000, with 26.5 percent of permits issued in 2014 alone. Building permits issued in Fargo made up 59.2 percent of all permits in the metropolitan area. Table 4 shows the building permits issued by jurisdiction from 2010 to 2015.

Table 4: Building Permits Issued by Jurisdiction

Year	Fargo	% Of Total	Moorhead	% Of Total	West Fargo	% Of Total	Dilworth	% Of Total	Total
2010	841	66.85%	160	12.72%	244	19.40%	13	1.03%	1,258
2011	966	66.76%	161	11.13%	305	21.08%	15	1.04%	1,447
2012	1,135	53.04%	149	6.96%	839	39.21%	17	0.79%	2,140
2013	1,691	57.60%	405	13.79%	809	27.55%	31	1.06%	2,936
2014	2,271	61.02%	449	12.06%	976	26.22%	26	0.70%	3,722
2015	1,428	55.69%	505	19.69%	604	23.56%	27	1.05%	2,564
Total	8,332	59.23%	1,829	13.00%	3,777	26.85%	129	0.92%	14,067

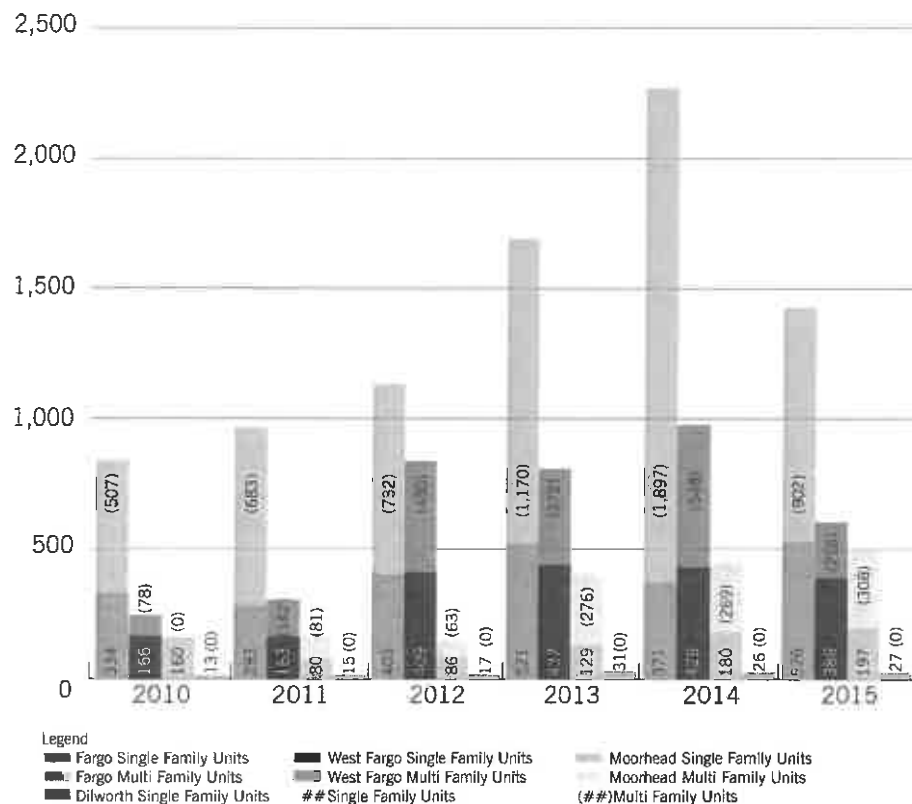
Type

Residential building permits are divided into two general types: single-family and multi-family. From 2003 until 2010, the majority of permits issued in the metropolitan area were single-family building permits. However, since 2011, multi-family building permits have constituted 63.2 percent of all permits issued. If typical patterns of moving into single-family housing continues as family formation happens, a more drastic shortage in the single-family starter home market may occur. However, multi-family housing may become a long-term housing solution for families if single-family housing costs continue to increase, especially if interest rates rise. Table 5 shows the total building permits issued in Fargo, West Fargo, Moorhead and Dilworth by type from 2010 to 2015. Figure 9 shows the building permits issued by type and jurisdiction.

Table 5: Fargo, West Fargo, Moorhead and Dilworth Building Permits Issued by Type

Year	Single Family	% Of Total	Multi Family	% Of Total	Metro Total Units
2010	673	53.5%	585	46.5%	1,258
2011	541	37.4%	906	62.6%	1,447
2012	915	42.8%	1,225	57.2%	2,140
2013	1,118	38.1%	1,818	61.9%	2,936
2014	1,008	27.1%	2,714	72.9%	3,722
2015	1,138	44.4%	1,426	55.6%	2,564
Total	5,393	38.3%	8,674	61.7%	14,067

Figure 9: Building Permits Issued by Type and Jurisdiction



METHODOLOGY DESIGN

STAKEHOLDER INTERVIEWS

The methodologies for this Demographic Forecast stem from an understanding of factors influencing the recent and future change in population, households, and jobs in the Fargo-Moorhead metropolitan area. As a first step in deepening this understanding, a series of interviews were conducted with local subject matter experts. These included individuals from economic development organizations; social service agencies; development, housing and real estate organizations; the FM Flood Diversion Authority; and small community representatives. The following are observations from these discussions about the most significant factors influencing future change within the region.

FM Flood Diversion

The 2012 Demographic Forecast included an assumption on the future construction of the FM Diversion. In the intervening years, the timetable for completion of construction has been delayed to 2025 (from 2021). Completion of area-wide flood protection is critical to the future stability of region's economy and population base. Some local economic development experts contend that if the diversion is not constructed, it would cause some existing and potential future businesses to locate elsewhere. Additionally, there are approximately 19,000 structures in the area that will have significant additional flood insurance costs in four years when the Federal Emergency Management Agency (FEMA) re-maps the 100-year flood elevation to 41 feet. Without the FM Diversion, those properties will be forced to pay flood insurance rates that may be as much as ten times their current rate, and a virtual moratorium on development could occur in much of the southwest metro area.

Economic Development and Job Growth

The Greater Fargo Moorhead Economic Development Corporation (GFMEDC) has recently completed a significant assessment of the current labor market and future job demand growth. The assessment noted that employment in the Fargo-Moorhead metropolitan area grew 24 percent between 2004 and 2014, despite the national downturn in the economy. With an increase of almost 8,000 jobs, the healthcare and education sectors were responsible for adding the most jobs over that time.

Full employment is typically considered to be when unemployment is approximately five percent. During the last ten years, unemployment within the Fargo-Moorhead metro area has never been higher than 4.3 percent. According to the GFMEDC consultant's research, in 2014 there were over 6,700 open jobs in the Fargo-Moorhead metro area. This includes both replacement of existing jobs due to turnover and newly created jobs. By the year 2019 they anticipate that the number of open jobs will grow to 30,000. In addition to the growing demand for workers, employers are finding there is a mismatch between the skills of available workers and the skills employers need. Complicating this more is the fact that, especially in the more skilled occupation categories, the region's wages lag behind the nation's. This means that recruiting workers into the region is especially challenging. Approximately 45 percent of the job demand over the next few years will be in the lower paying jobs such as those in the service, retail and transportation industries, and the remaining 55 percent will be in higher paying jobs such as those in the manufacturing, high tech, education, and health science industries. This is based on the assumption that current plans for FM Diversion construction are implemented.

Housing and Real Estate Development

Housing and Real Estate Development experts generally concur that the housing and real estate development market will remain strong over the next ten years, assuming the FM Diversion construction continues to move forward. They noted that the national economic downturn which began in 2008 had very little impact on the local market. However, there were several observations made about the type and location of housing development over the next few years:

- » Real estate, particularly apartments, is a good investment in the current economic climate. Essentially, they are a good risk compared to the stock market and typical interest generating investments.
- » Continued development and population growth in the Fargo-Moorhead metropolitan area is anticipated for the future because there are very few external factors seen to have a significant impact. Even high interest rates may not have a significant effect. The high cost of flood insurance for structures in the floodplain and a major natural disaster are two factors cited with the potential to reduce the growth rate.
- » Land costs, construction costs, and special assessments continue to increase, limiting the type of development that can be profitable. This is producing a shortage of newly constructed single family housing below the \$300,000 price point. Existing homes are becoming the only option for “affordable homes.” It is also affecting the cost of office space.
- » The buyer demand characteristics have changed from the past. For example, first time home buyers are not interested in “fixer-uppers” although they will buy starter homes. However, starter homes are more challenging to get into now due to obstacles like higher prices, higher down payments, and high debt loads.
- » Older homes nearer to the college campuses are more frequently becoming rentals instead of being sold to a new owner occupant. This pattern may spread to other parts of the metro area in the coming years.
- » There is a recent trend towards constructing single occupant one-bedroom apartments with high amenities that are aimed to appeal to more affluent renters. Some of these people are younger workers who prefer not to be tied to a mortgage or home maintenance.
- » The likelihood of a significant proportional increase in development in the Minnesota portion of the metro area is considered slim because of the perceived or real higher costs for living there. The draw to live in North Dakota seems to be the perception of cheaper costs, especially from lower income tax rates. The draw to live in Minnesota may be primarily the perception of better social service benefits.

Special Populations

There are several population sub-groups within the Fargo-Moorhead metropolitan area with their own patterns of change. These include young adults and college students, the elderly, and New Americans.

Young Adults and College Students

Young adults, which include those attending college and those moving directly into the workforce after graduating high school, have been a significant component of change in the Fargo-Moorhead metropolitan area. They were a key reason the 2015 metropolitan area population exceeded the forecast of the 2012 Demographic Forecast Study. Considering that the combined student enrollment of the three largest post-secondary educational institutions dropped by approximately 2,600 students between 2010 and 2015, this is even more significant. The impact of the young adult population in the metropolitan area is anticipated to be even greater

in the near-term. Three reasons for this outlook include the anticipated increase in post-secondary enrollment, the increased local base of graduating high school students, and ongoing initiatives to recruit more people for the metropolitan workforce.

- » North Dakota State University (NDSU), Minnesota State University Moorhead (MSUM), and Concordia accounted for 22,529 of the students enrolled in local post-secondary educational institutions in 2015. All three institutions have new initiatives underway to bring their combined target enrollment to 27,900 students.
- » Based on current and projected K-12 enrollment patterns, the West Fargo, Fargo, Moorhead, and Dilworth-Glyndon-Felton School Districts are anticipated to have graduated a combined 9600 young adults between 2016 and 2020.
- » Recent workforce development initiatives between local economic development leaders and post-secondary educational institutions will also encourage increased post-secondary enrollment levels to feed the strong demand for additional workforce that is continuing to grow in the metropolitan area.

Baby Boomers

The aging Baby Boomer population will exert a significant impact on future population patterns of change in the Fargo-Moorhead metropolitan area. In 2010, this sub-group of 47,933 people represented 23 percent of the total MSA population. The oldest of the Baby Boomers are just turning 70 years old this year. In the next ten years, nearly half of the Baby Boomers will be over 70 years old and undergoing significant life changes such as losing a spouse, leaving the workforce, and changing residence.

The probability of dying is three times higher for the population over 80 as compared to the 65 to 69 year old population. Since the majority of the Baby Boomer population will have reached that age of significantly increasing mortality by the year 2045, the net natural increase in the total MSA population will approach zero. Any increase in MSA population will be increasingly dependent on net in-migration.

New Americans

New Americans have often been discussed as a significant element in the Fargo-Moorhead metropolitan area's population growth. New Americans, by definition, are people coming to the United States with no U.S. citizenship at birth. There are two main categories of immigrants: those who enter the United States as refugees, asylees, and unaccompanied alien children, and those who have entered the United States legally or illegally on some other basis. Available data to identify the number refugees, asylees, or unaccompanied alien children who have come to the Fargo-Moorhead area is limited. Available data to identify the number of people who have come to the Fargo-Moorhead area on some other basis is even more limited. The best data available on refugees, asylees, and unaccompanied alien children is from Lutheran Social Services (LSS) because of their involvement in the resettlement program. During the Federal Fiscal Years 2011-2015, 1,787 people were resettled to the Fargo-Moorhead metropolitan area. Based on best estimates available from LSS, it is believed that these resettlement immigrants represent from 15 to 18 percent of the total net migration. Based on statistics pertaining to English Language Learners in the Fargo-Moorhead metropolitan area, there is some suggestion that between 40 percent and 60 percent of the total immigrant population are refugees.

Small Community Growth Capacity

Representatives from several of the small communities in the Metro COG planning area shared information on their communities' capacity for growth. This information, coupled with other data collected, led to the following observations:

- » Barnesville has been growing at a consistent pace over the past couple of decades. They have sufficient utility capacity and land to continue to grow at this rate.
- » Hawley has experienced nearly 18% growth in the last two decades and expects this to continue. A new subdivision was recently approved. The city has planned for additional growth and has sufficient utility capacity through 2030.
- » Sabin has some limitations on growth due to floodplain issues and a lack of land available for development.
- » Glyndon has significant amounts of platted land available for development but has been growing very slowly over the last five years. Some recent activities in the community suggest there might be slightly faster growth in the short term future.
- » Mapleton is anticipating a surge in growth in the next few years. It has potential for long-term growth if flood protection is developed. The current estimated number of additional lots available for development is approximately 150.
- » Casselton has been growing at a slow pace in the last five years. There is limited land available for development, some of which is currently being developed. The estimated number of additional lots to be developed in the next decade is approximately 30.
- » Horace has had a sewage treatment limitation on its potential for growth. A very recent agreement with the City of Fargo will address this limitation. There are over 400 lots which could potentially be developed when a physical connection to the Fargo sewage collection system is constructed.

GROWTH FACTORS

The primary growth factors affecting future population and household change for the entire MSA are anticipated to be the current mortality rate and live birth rate. Based on the current age structure of the MSA, without the effects of net in-migration, these two factors would result in a net decline in population. However, the increased retention of females in prime child-bearing years, which was apparent in the last five years, will delay the onset of a natural decrease in population.

The most significant additional factor anticipated to impact the change in population and households within the next ten years is a continued net in-migration of people of all ages. During the last five years the largest age cohort increases due to net in-migration were those age 25 to 34, and those age 70 to 74 (not in group quarters). The continued retention of those 25 to 34 is anticipated because of the strong local economy with great job opportunities. The continued in-migration and retention of those age 70 to 74 (not in group quarters) is anticipated because of the large existing bubble of baby boomers in the MSA, the large number of baby boomers in the outlying counties, and the increasing level of amenities, services, and housing options expected to be available to them.

The most significant factors which could change the future pattern of growth would be continued delay in construction of the FM Diversion and any weakness in the existing home sales market.

METHODOLOGICAL ALTERNATIVES

Population forecasting methods can be classified into three broad categories: trend extrapolations, cohort-component methods and structural models.

Table 6: Methodological Alternatives Summary

Method	Description	Disadvantages
Trend Extrapolations	» Based on the continuation of observed historical trends.	<ul style="list-style-type: none"> » Unable to account for differing demographic characteristics. » Cannot age cohort level or other demographic characteristics in the projection. » Accuracy is dependent on a consistent pattern of change throughout the forecast period.
Cohort-Component	» Divides the population into age-sex groups or birth cohorts and accounts for the fertility, mortality, and migration behavior of each cohort. Flexible to allow for variances of demographic characteristics and changes in the factors influencing population change over the life of the forecast period.	<ul style="list-style-type: none"> » Needs detailed demographic characteristics. » Needs a larger base population (2,500 or more) to be reasonably accurate.
Structural Models	» Rely on observed relationships between demographic and other variables, such as employment, housing stock, and land use. Adaptive to small areas using available factors of growth, such as capacity for growth and certain predictive variables.	<ul style="list-style-type: none"> » Unable to provide forecasts about detailed demographic characteristics such as age structure or household composition. » Rely on symptomatic variables. If quality of the symptomatic variables is limited, the quality of the forecast will also be limited.

FORECAST SCENARIOS

As part of the update to the demographic forecasts for the Fargo-Moorhead metropolitan area, two forecast scenarios were developed. Past forecasts sometimes developed three scenarios, which essentially amounted to low, medium, and high scenarios. Given that the primary purpose of these forecasts is to provide input data for the next version of the TDM, a low forecast does not have any value. Therefore, the Study Review Committee determined that a “Most Likely” and a “Best Case” scenario were appropriate for the forecasts.

The Most Likely scenario is based on the premise that significant factors affecting future growth are controlled primarily by existing conditions, but that some factors of growth are clearly anticipated to change. The result will be future population, housing, and employment forecasts that have been determined the most probable to occur.

The Best Case scenario is based on the premise that all significant factors affecting future growth align in a positive way to provide the best possible realistic conditions for growth. The result will be future population, housing, and employment forecasts that are as high as what may be reasonably expected to be possible.

LARGE AREA FORECAST METHODOLOGY

The large area population and household forecasts were produced using the Cohort-Component method. Assumptions approved by the Study Review Committee were used to govern the model for both scenarios (see Appendix A). In Cohort-Component methodology, the components of change (fertility, mortality, and net

migration) are calculated separately for each birth cohort (persons born in a given year). The base population is advanced each year by using forecasted survival rates and net migration. Each year, a new birth cohort is added to the population by applying the projected fertility rates to the female population. The forecast results were compiled for the five-year periods from 2020 to 2045.

SMALL AREA FORECAST METHODOLOGY

The small area population and household forecasts were produced using a Structural Model approach. This is an allocation method based primarily on existing population and household patterns, and capacity for growth. The small area forecasts were generated by a proportional distribution of the total county growth not accounted for by the growth in the large areas. Then, individual small area growth was refined based on their capacity for growth, past growth patterns, and other available information.

EMPLOYMENT FORECAST METHODOLOGY

Employment forecasts were produced based on existing employment patterns, anticipated economic sector growth, and other factors determined after analyzing 2015 employment data. Employment data from 2001 to 2015 from various sources were reviewed and the methodology used by the recently completed GFMEDC Workforce Study was scrutinized. Employment data obtained through a state-wide data purchase from InfoGroup USA was also reviewed.

A 2015 jobs baseline was developed that closely matched the number of jobs estimated by the Workforce Study. The jobs forecast was developed by applying the proportion of 2015 jobs to working age population in 2015 to the future year working age population. Distribution of jobs by category was established by applying the same ratio of job types identified in the InfoGroup USA employment data for 2015 to future year jobs forecasts.

FORECAST DEVELOPMENT & REFINEMENT

After completing the consistency review of the past forecast and developing appropriate assumptions for the Best Case and Most Likely scenarios, draft forecasts were developed for population and households for each five-year period from 2020 to 2045. The new lower mortality rates were applied to the forecast, and for the Best Case scenario, a slightly higher birth rate was applied. The draft forecasts of both scenarios were presented at the third Study Review Committee meeting, and based on the discussion at the meeting, minor changes were made to the methodology and revised forecasts were presented for review and approval at the fourth Study Review Committee meeting.

An unanticipated change to the development situation in the Fargo-Moorhead metropolitan area occurred when the City of Horace and the City of Fargo reached an agreement that would allow the City of Horace to obtain additional sewage treatment capacity to handle their potential household growth. Additionally, the West Fargo School District announced a land swap and plans to begin building a new school in the City of Horace. These events resulted in the need to reconsider the likelihood and rate of short-term growth in the City of Horace. Based on conversations with landowners and developers, the City of Horace anticipated a high rate of growth during the short term. After a series of meetings with Horace officials, and a review of the Southwest Growth Area study, the population and household growth forecasts were modified to accommodate the anticipated additional growth in Horace by 2025. The Best Case scenario assumed substantial new development would be

underway by the fall of 2017 and that short term growth rates could be as similar to those experienced by West Fargo in recent years. After the FM Diversion is completed in 2025, it is anticipated that the market and capacity for growth in West Fargo and Fargo will increase and that the Horace rate of development will slow substantially.

POPULATION FORECASTS

The Most Likely population scenario provides an overall population increase for the MSA from the 2015 Demographic Forecast Study estimate number of 232,900 to 330,550 in 2045. This represents a 42.9 percent increase in the total population of the MSA between 2015 and 2045. The Best Case population scenario provides an overall population increase for the MSA from the 2015 Demographic Forecast Study estimate number of 232,900 to 342,360 in 2045. This represents an overall increase of 47.0 percent between 2015 and 2045. Figure 10 shows the overall population growth forecasts by scenario.

Figure 10: Overall Population Growth Forecasts by Scenario (2015 to 2045)

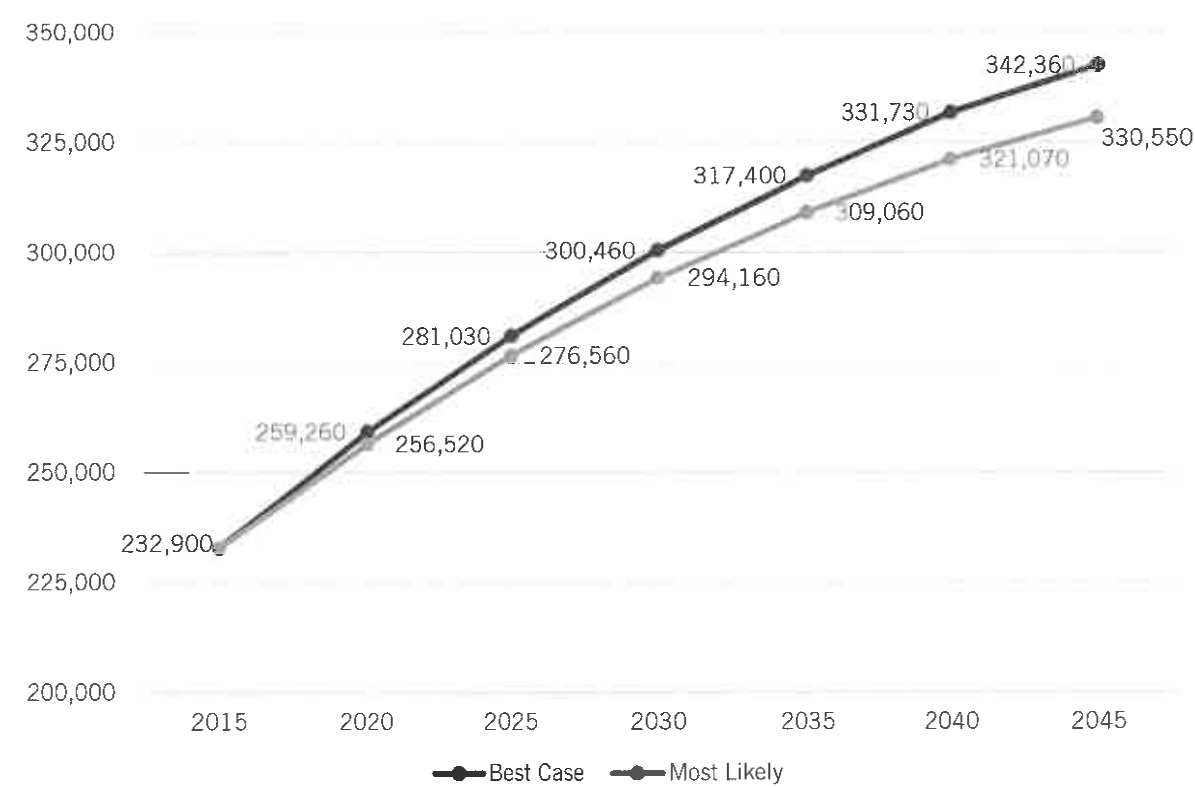


Table 8 summarizes the Best Case scenario growth patterns for each jurisdiction for each five-year period of the forecast. Table 7 summarizes the Most Likely scenario growth patterns for each five-year period of the forecast.

The detailed (age-cohort specific) population forecasts for the jurisdictions included in Table 8 and Table 7 can be found in Appendix B. There are variations in the rate of growth within each geographic area due to a variety of factors including the indigenous population and household characteristics, anticipated future population and household characteristics, and other community characteristics identified in the research.

Table 7: Most Likely Scenario Population Forecasts by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MSA	232,900	256,520	276,560	294,160	309,060	321,070	330,550
MPA	222,366	243,525	262,899	280,111	294,429	306,093	315,416
Cass County	168,930	187,740	203,130	216,410	227,540	236,410	243,370
Clay County	63,970	68,780	73,430	77,750	81,520	84,660	87,180
Fargo	117,230	130,590	142,760	153,840	163,360	171,540	178,900
West Fargo	32,300	37,130	39,440	41,020	42,020	42,190	41,720
Horace	2,620	2,770	2,960	3,090	3,180	3,240	3,280
Casselton	2,420	2,520	2,650	2,770	2,850	2,910	2,970
Balance of Cass	14,360	14,730	15,320	15,690	16,130	16,530	16,500
Moorhead	43,840	45,740	48,850	51,860	54,630	56,990	58,870
Dilworth	4,300	4,740	5,160	5,590	5,910	6,180	6,440
Barnesville	2,780	3,000	3,280	3,490	3,650	3,830	3,990
Hawley	2,190	2,290	2,340	2,450	2,510	2,610	2,630
Balance of Clay	10,860	13,010	13,800	14,360	14,820	15,050	15,250

Table 8: Best Case Scenario Population Forecasts by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MSA	232,900	259,260	281,030	300,460	317,400	331,730	342,360
MPA	222,366	246,523	267,331	286,013	302,419	316,413	326,782
Cass County	168,930	189,900	206,620	221,350	233,940	244,460	251,940
Clay County	63,970	69,360	74,410	79,110	83,460	87,270	90,420
Fargo	117,230	129,690	140,030	151,810	162,450	172,140	179,800
West Fargo	32,300	37,370	40,140	42,000	43,240	43,660	43,270
Horace	2,620	5,070	8,190	8,940	9,500	9,820	10,040
Casselton	2,420	2,530	2,680	2,800	2,920	2,990	3,110
Balance of Cass	14,360	15,240	15,580	15,800	15,830	15,850	15,720
Moorhead	43,840	47,120	50,290	53,340	56,390	59,100	61,420
Dilworth	4,300	4,760	5,210	5,620	5,960	6,270	6,510
Barnesville	2,780	3,020	3,300	3,530	3,730	3,920	4,110
Hawley	2,190	2,290	2,390	2,460	2,570	2,630	2,700
Balance of Clay	10,860	12,170	13,260	14,160	14,810	15,350	15,680

Population change is a result of three factors: deaths, births, and migration. Deaths and births are usually the dominant factors in areas which are not experiencing some kind of major economic change (such as a gold rush or an oil boom). A population pyramid is a graphical tool which provides a clear illustration of age and sex distribution within a particular geography at a given point in time. The pattern of age distribution can provide insights into the future growth of a given geography. Figure 11 through Figure 15 illustrate the age distribution for the MSA in 2015, and for the MSA Most Likely and Best Case scenarios in 2025 and 2045.

Figure 11: MSA Population Distribution by Age Cohort (2015)

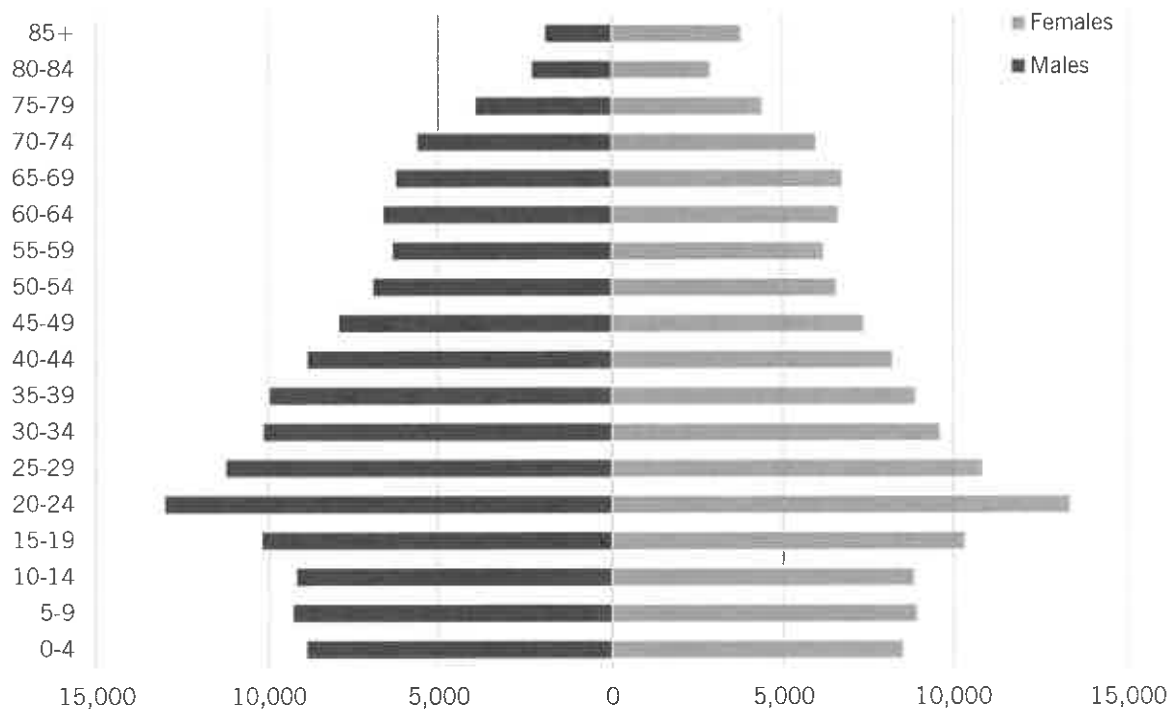


Figure 12: MSA Population Distribution by Age Cohort (2025 Most Likely Scenario)

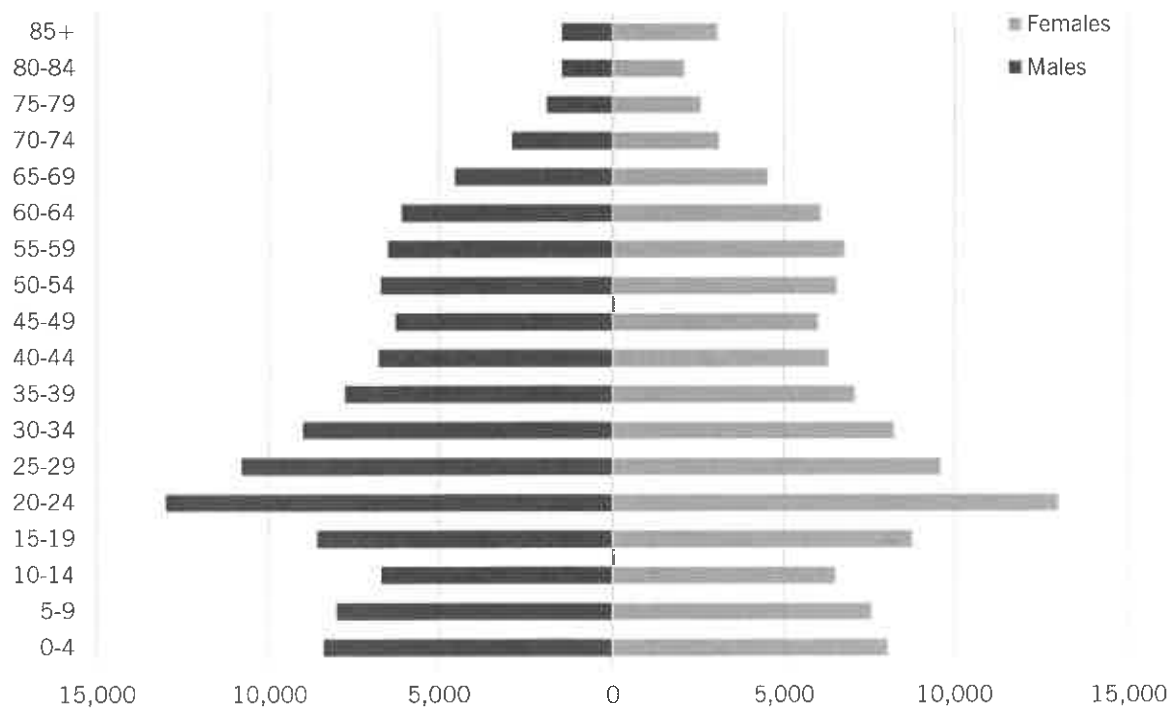


Figure 13: MSA Population Distribution by Age Cohort (2025 Best Case Scenario)

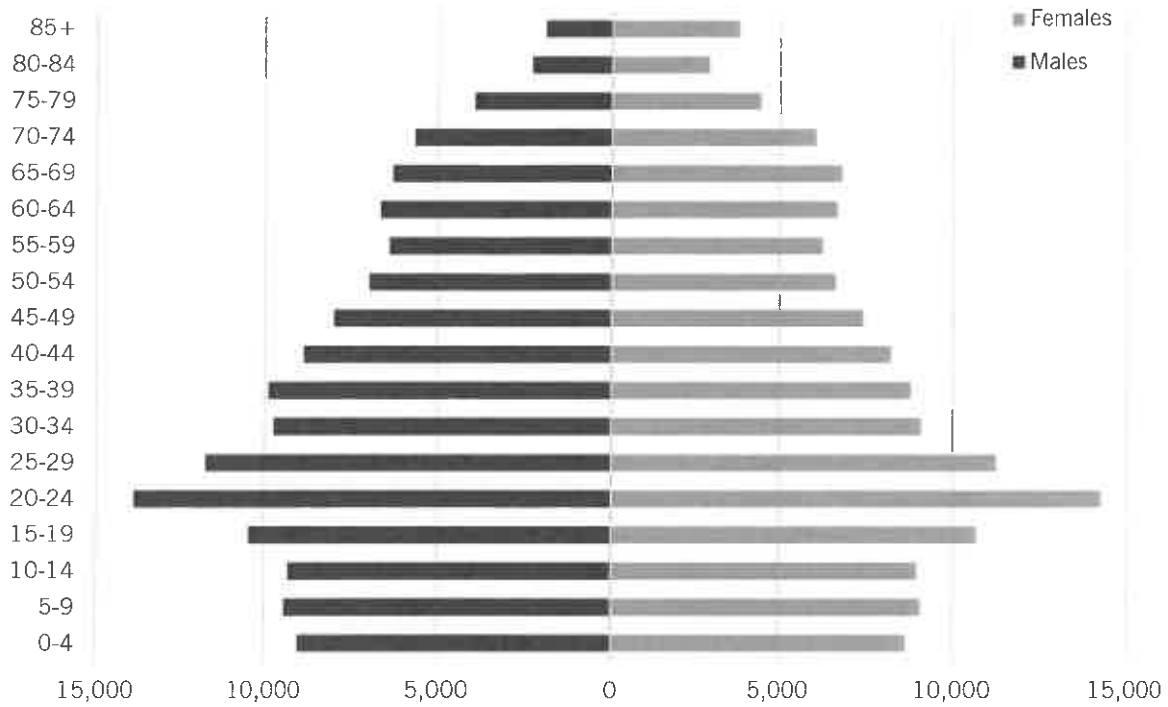


Figure 14: MSA Population Distribution by Age Cohort (2045 Most Likely Scenario)

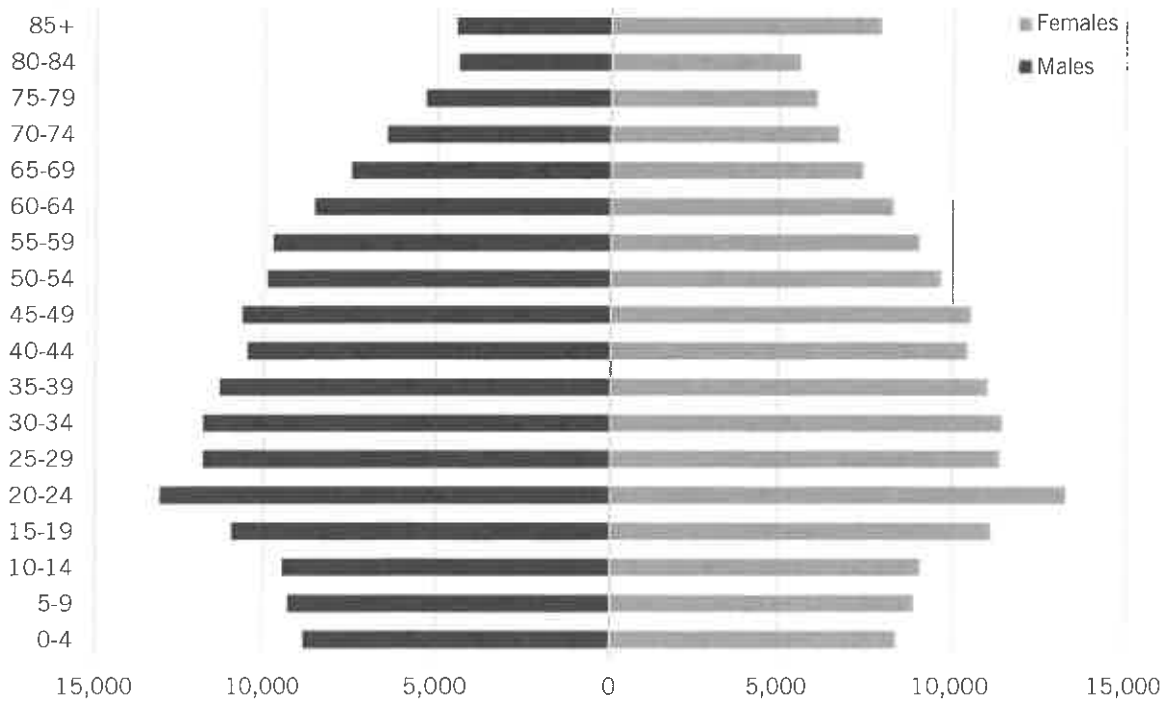
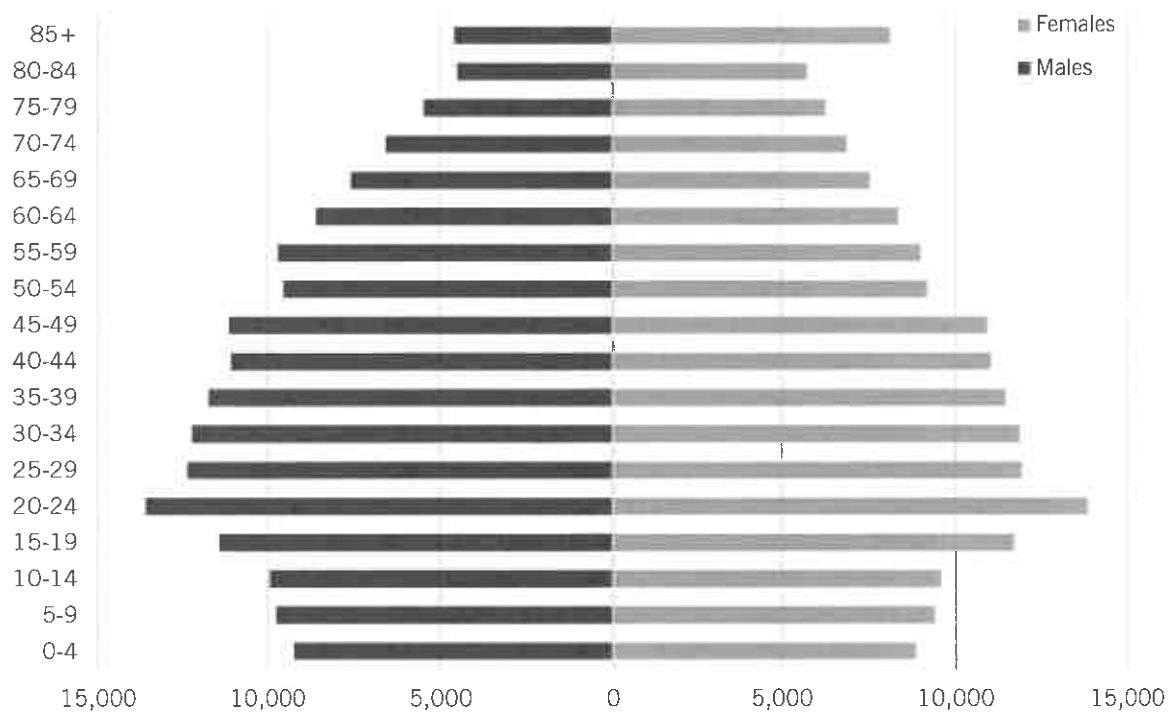


Figure 15: MSA Population Distribution by Age Cohort (2045 Best Case Scenario)



In addition to the Cohort-Component based forecasts, a Structural Model was used to forecast population numbers based on both scenarios for the remaining jurisdictions in the Fargo-Moorhead Metro COG study area (MPA). Summaries of the small area forecasts (areas within the MPA but outside Fargo, West Fargo, Horace, Casselton, Moorhead, Dilworth, Barnesville, and Hawley) are presented in Table 10 and Table 9. Individual small area forecasts are provided in Appendix B.

Table 9: Small Area Most Likely Scenario Population Forecasts (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MPA	222,366	243,525	262,899	280,111	294,429	306,093	315,416
Cass Small Areas	8,803	7,903	8,250	8,438	8,530	8,711	8,662
Clay Small Areas	5,883	5,455	5,810	6,124	6,338	6,436	6,481

Table 10: Small Area Best Case Scenario Population Forecasts (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MPA	222,366	246,523	267,331	286,013	302,419	316,413	326,782
Cass Small Areas	8,803	8,499	8,504	8,534	8,371	8,353	8,253
Clay Small Areas	5,883	6,174	6,597	7,016	7,288	7,530	7,569

HOUSEHOLD FORECASTS

The Most Likely scenario provides an overall household increase for the MSA from the 2015 Demographic Forecast Study estimate number of 94,750 to 129,060 in 2045. This is a 36.2 percent change between 2015 and 2045. The Best Case Scenario provides an overall household increase for the MSA from the 2015 Demographic Forecast Study estimate number of 94,750 to 134,930 in 2045. This is a 42.4 percent change between 2015 and 2045. Figure 16 shows the overall household growth forecasts by scenario from 2010 to 2045. For the purposes of this report, “household” is a group of people living in a dwelling unit while “housing unit” is another term for a dwelling unit.

Figure 16: Overall Household Growth Forecasts by Scenario (2010 to 2045)

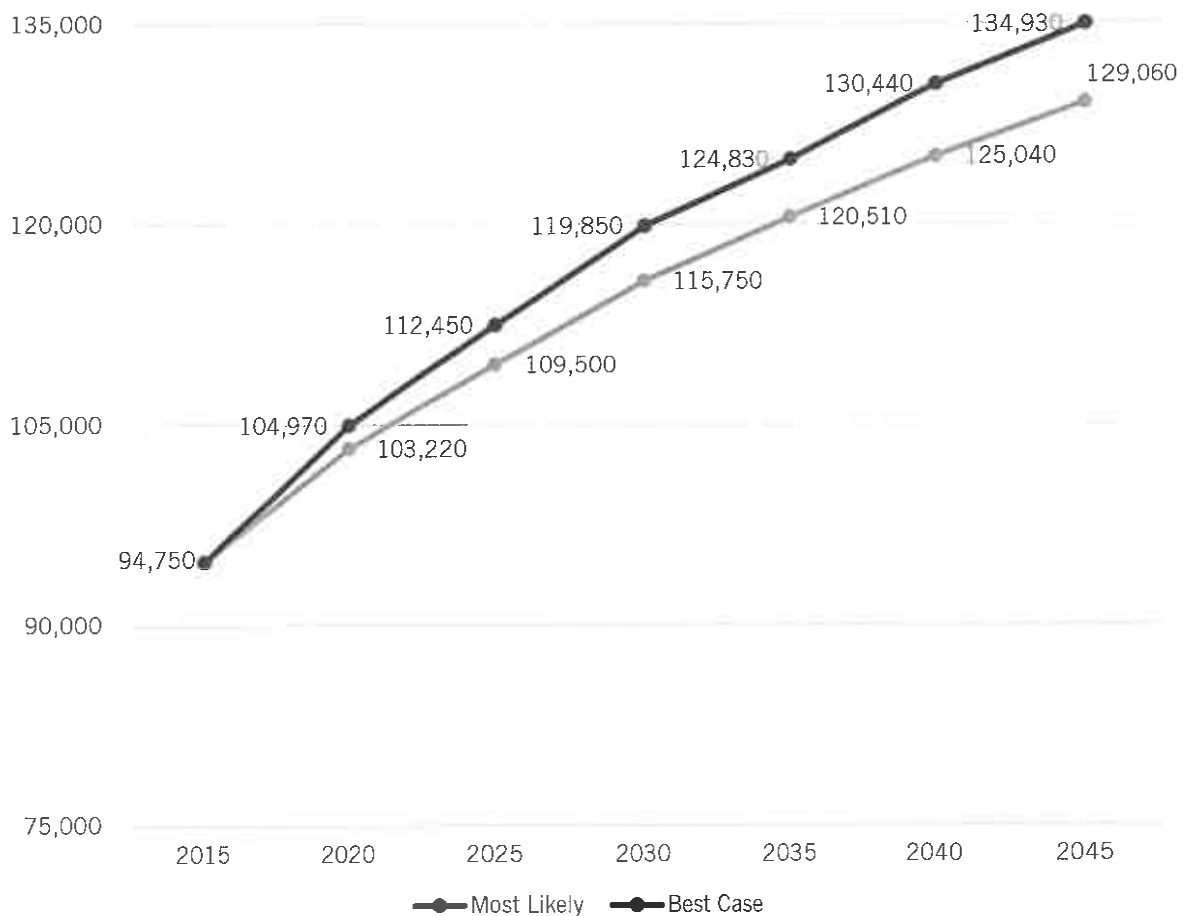


Table 11 summarizes the Most Likely scenario household growth patterns for each jurisdiction for each five-year period of the forecast. Table 12 summarizes the Best Case scenario household growth patterns for each jurisdiction for each five-year period of the forecast.

Table 11: Most Likely Scenario Household Forecasts by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MSA	94,750	103,220	109,500	115,750	120,510	125,040	129,060
MPA	90,160	97,920	103,790	109,710	114,080	118,450	122,200
Cass County	70,460	76,950	81,240	85,810	88,880	92,170	95,210
Clay County	24,290	26,270	28,260	29,940	31,630	32,870	33,850
Fargo	50,870	55,890	59,790	63,810	66,270	68,770	71,440
West Fargo	12,410	13,390	13,550	13,780	14,090	14,460	14,680
Horace	840	920	990	1,040	1,060	1,090	1,110
Casselton	890	910	940	980	1,010	1,040	1,060
Balance of Cass	5,450	5,840	5,970	6,200	6,450	6,810	6,920
Moorhead	15,920	17,120	18,560	19,780	20,980	22,030	22,560
Dilworth	1,660	1,990	2,110	2,230	2,390	2,440	2,510
Barnesville	1,050	1,110	1,160	1,230	1,280	1,370	1,520
Hawley	910	930	950	990	1,020	1,050	1,110
Balance of Clay	4,250	5,120	5,480	5,710	5,960	5,980	6,150

Table 12: Best Case Scenario Household Forecasts by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MSA	94,750	104,970	112,450	119,850	124,830	130,440	134,930
MPA	90,210	99,550	106,820	113,940	118,700	124,460	128,940
Cass County	70,460	78,160	83,820	89,290	92,520	96,750	99,960
Clay County	24,290	26,810	28,630	30,560	32,310	33,690	34,970
Fargo	50,870	56,280	60,260	64,650	66,630	70,550	73,530
West Fargo	12,410	13,460	13,950	14,630	15,540	15,690	15,840
Horace	840	1,730	2,710	2,980	3,190	3,360	3,520
Casselton	890	920	950	1,000	1,040	1,090	1,150
Balance of Cass	5,450	5,770	5,950	6,030	6,120	6,060	5,920
Moorhead	16,420	17,830	19,190	20,610	21,880	23,010	23,810
Dilworth	1,660	2,030	2,150	2,290	2,470	2,530	2,630
Barnesville	1,050	1,130	1,190	1,270	1,320	1,430	1,570
Hawley	910	940	970	1,020	1,050	1,080	1,140
Balance of Clay	4,250	4,880	5,130	5,370	5,590	5,640	5,820

The detailed projections for the MSA, Cass County, Clay County, Fargo, West Fargo, Horace, Casselton, Moorhead, Dilworth, Barnesville, and Hawley are provided in Appendix B. There are variations in the rate of growth within each geographic area due to a variety of factors including the existing population and household characteristics, anticipated future household composition and household characteristics, and other local dynamics identified in the research.

In addition to the household forecasts for the large areas which were derived from the Cohort-Component based population forecasts, a Structural Model was used to forecast the Most Likely scenario and Best Case scenario household numbers for the remaining jurisdictions in the MPA. Summaries of these small area forecasts are presented in Table 13 and Table 14. Individual small area forecasts are provided in Appendix B.

Table 13: Small Area Most Likely Scenario Household Forecasts (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MPA	81,875	90,160	97,920	103,790	109,710	114,080	118,450
Cass Small Areas	3,000	3,010	3,000	3,080	3,100	3,220	3,220
Clay Small Areas	2,160	2,190	2,270	2,320	2,400	2,490	2,500

Table 14: Small Area Best Case Scenario Household Forecasts (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MPA	81,875	90,210	99,550	106,820	113,940	118,700	124,460
Cass Small Areas	3,000	3,010	3,150	3,160	3,180	3,290	3,290
Clay Small Areas	2,160	2,220	2,300	2,330	2,400	2,430	2,460

School Population Forecast

Additional population forecasts were compiled for student populations (age five to 17) for the MSA and major jurisdictions within. The Most Likely scenario provides an overall school population increase for the MSA from the 2015 Demographic Forecast Study estimate of 31,133 to 39,942 in 2045. This is a 28.3 percent change between 2015 and 2045. The Best Case scenario provides an overall school population increase for the MSA from the 2015 Demographic Forecast Study estimate of 31,133 to 41,961 in 2045. This is a 34.8 percent change between 2015 and 2045. Figure 17 illustrates the overall growth in these two scenarios.

Figure 17: Overall School Population Forecasts by Scenario (2015 to 2045)

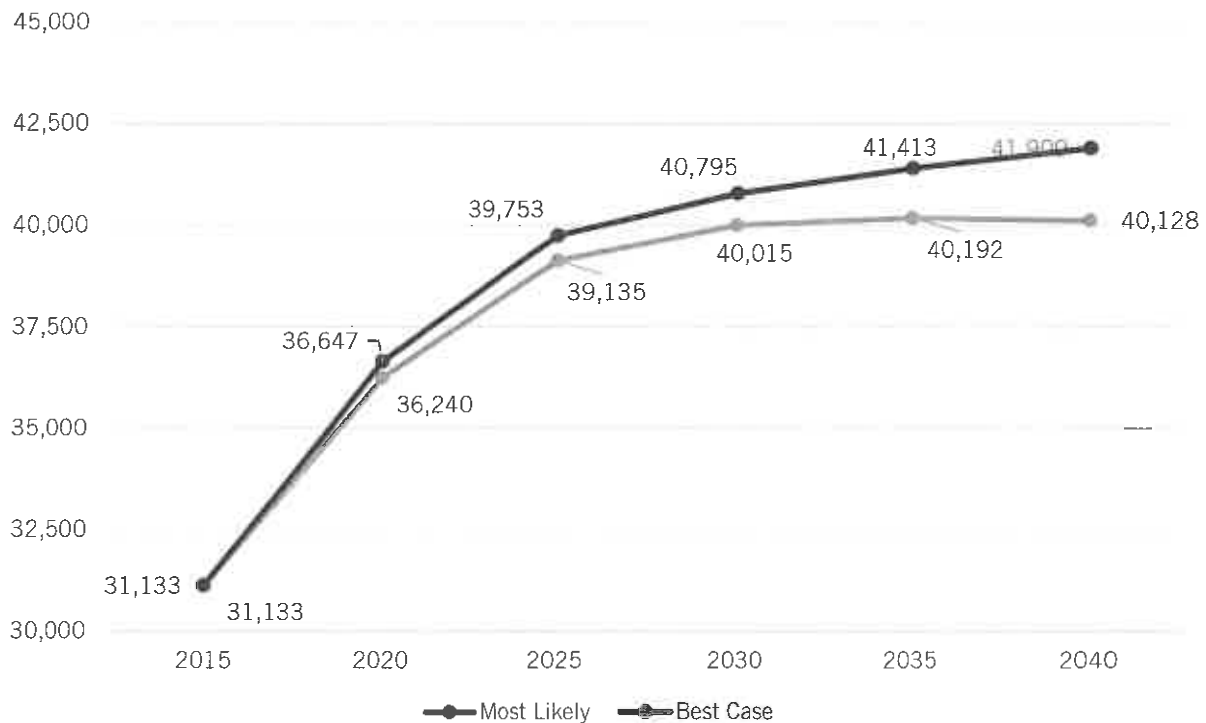


Table 15 summarizes the Most Likely scenario school population patterns for each jurisdiction for each five-year period of the forecast. Table 16 summarizes the Best Case scenario school population patterns for each five-year period of the forecast. In the Most Likely scenario, the school population peaks in 2035. In the Best Case scenario the population growth is nearly flat by 2040.

Table 15: Most Likely Scenario School Population Forecasts by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MSA	31,133	36,240	39,135	40,015	40,192	40,128	39,942
Cass County	22,348	26,843	29,474	30,150	30,143	29,908	29,669
Clay County	8,785	9,397	9,661	9,865	10,049	10,220	10,273
Fargo	14,163	17,156	19,760	21,369	22,416	22,891	22,931
Moorhead	5,580	6,097	6,213	6,417	6,685	6,943	7,049
West Fargo	5,203	6,656	6,733	5,851	4,814	4,277	4,031
Dilworth	777	817	926	1,030	1,012	915	846
Horace	522	531	527	577	572	527	490
Casselton	459	509	464	427	398	408	408
Barnesville	522	596	604	628	620	602	588
Hawley	410	430	387	374	350	348	345

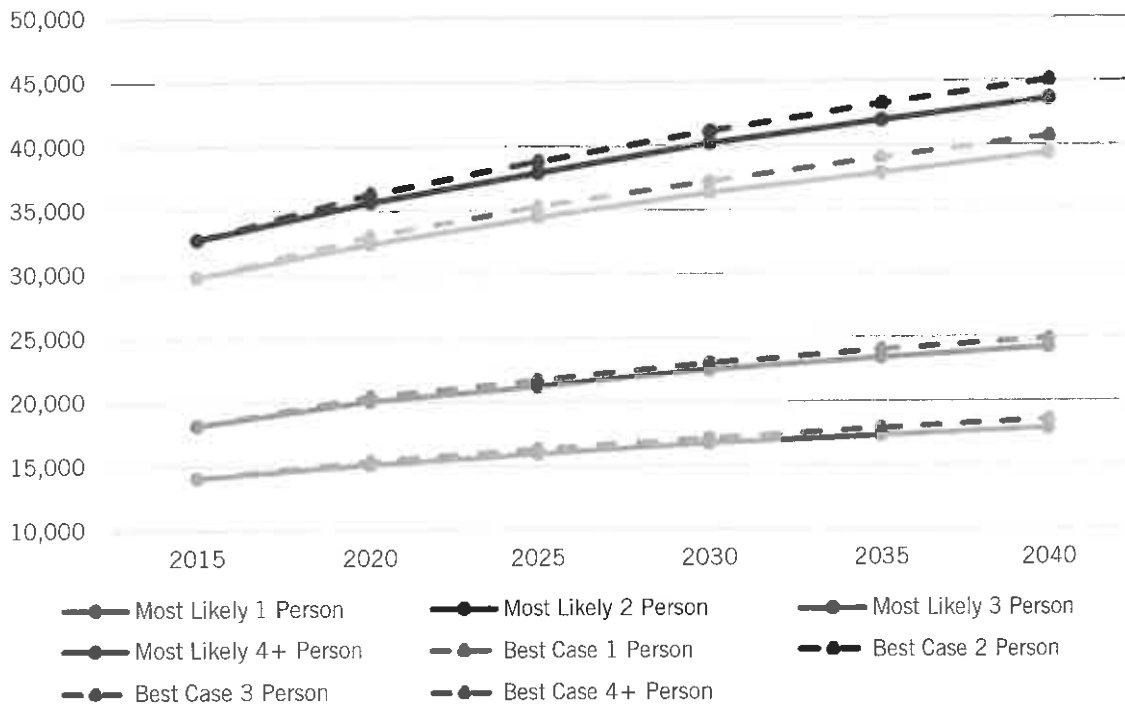
Table 16: Best Case Scenario School Population Forecasts by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MSA	31,133	36,647	39,753	40,795	41,413	41,909	41,961
Cass County	22,348	27,158	29,970	30,827	31,200	31,328	31,058
Clay County	8,785	9,489	9,783	9,968	10,213	10,581	10,903
Fargo	14,163	17,486	19,999	21,487	22,927	23,478	23,606
Moorhead	5,580	6,158	6,210	6,288	6,517	6,935	7,265
West Fargo	5,203	6,752	6,939	6,152	5,142	4,600	4,332
Dilworth	777	824	934	1,040	1,002	905	851
Horace	522	529	552	622	647	639	592
Casselton	459	505	481	457	440	438	448
Barnesville	522	596	604	638	652	632	632
Hawley	410	430	407	384	372	348	343

HOUSEHOLD SIZE FORECAST

In addition to the preparation of population, household and job forecasts for the metropolitan cities and the remaining areas of Cass and Clay counties, household size forecasts were developed to further stratify trip generation data within the travel demand model. Figure 18 shows the overall distribution of household size (1 person household, 2 person household, three person household and four or more person household) by scenario from 2015 to 2045.

Figure 18: Overall Distribution of Household Size by Scenario (2015 to 2045)



The household size characteristic was forecasted for the MSA, Cass County, Clay County, Fargo, West Fargo, Horace, Casselton, Moorhead, Dilworth, Barnesville and Hawley and distributed into one-person, two-person, three-person, and four-or-more-person households. Table 17 illustrates the distribution for the Most Likely scenario; Table 18 illustrates the distribution for the Best Case scenario. Two-person households are the most prevalent in the MSA and are expected to be through 2045. The least prevalent households are three-person households, and are expected to be through 2045.

Table 17: Most Likely Scenario Percentage of Households by Size for the MSA (2015 to 2045)

Household Size	2015	2020	2025	2030	2035	2040	2045
ML-1	31.4%	31.4%	31.5%	31.4%	31.4%	31.5%	31.7%
ML-2	34.5%	34.5%	34.6%	34.7%	34.8%	34.9%	35.1%
ML-3	14.8%	14.7%	14.6%	14.5%	14.4%	14.3%	14.1%
ML-4+	19.2%	19.4%	19.4%	19.4%	19.4%	19.3%	19.1%

Table 18: Best Case Scenario Percentage of Households by Size for the MSA (2015 to 2045)

Household Size	2015	2020	2025	2030	2035	2040	2045
BC-1	31.4%	31.4%	31.5%	31.4%	31.4%	31.5%	31.7%
BC-2	34.5%	34.5%	34.6%	34.7%	34.8%	34.9%	35.1%
BC-3	14.8%	14.7%	14.6%	14.5%	14.4%	14.3%	14.4%
BC-4+	19.2%	19.5%	19.4%	19.4%	19.3%	19.3%	18.8%

JOBS FORECAST

The Most Likely scenario provides an overall jobs increase for the MSA from the 2015 Demographic Forecast Study estimate of 151,290 to 203,790 in 2045. This is a 34.7 percent change between 2015 and 2045. The Best Case scenario provides an overall jobs increase for the MSA from the 2015 Demographic Forecast Study estimate of 151,290 to 209,363 in 2045. This is a 38.4 percent change between 2015 and 2045. Figure 19 illustrates the overall growth in these two scenarios.

Figure 19: Overall Jobs Growth Forecasts by Scenario (2015 to 2045)

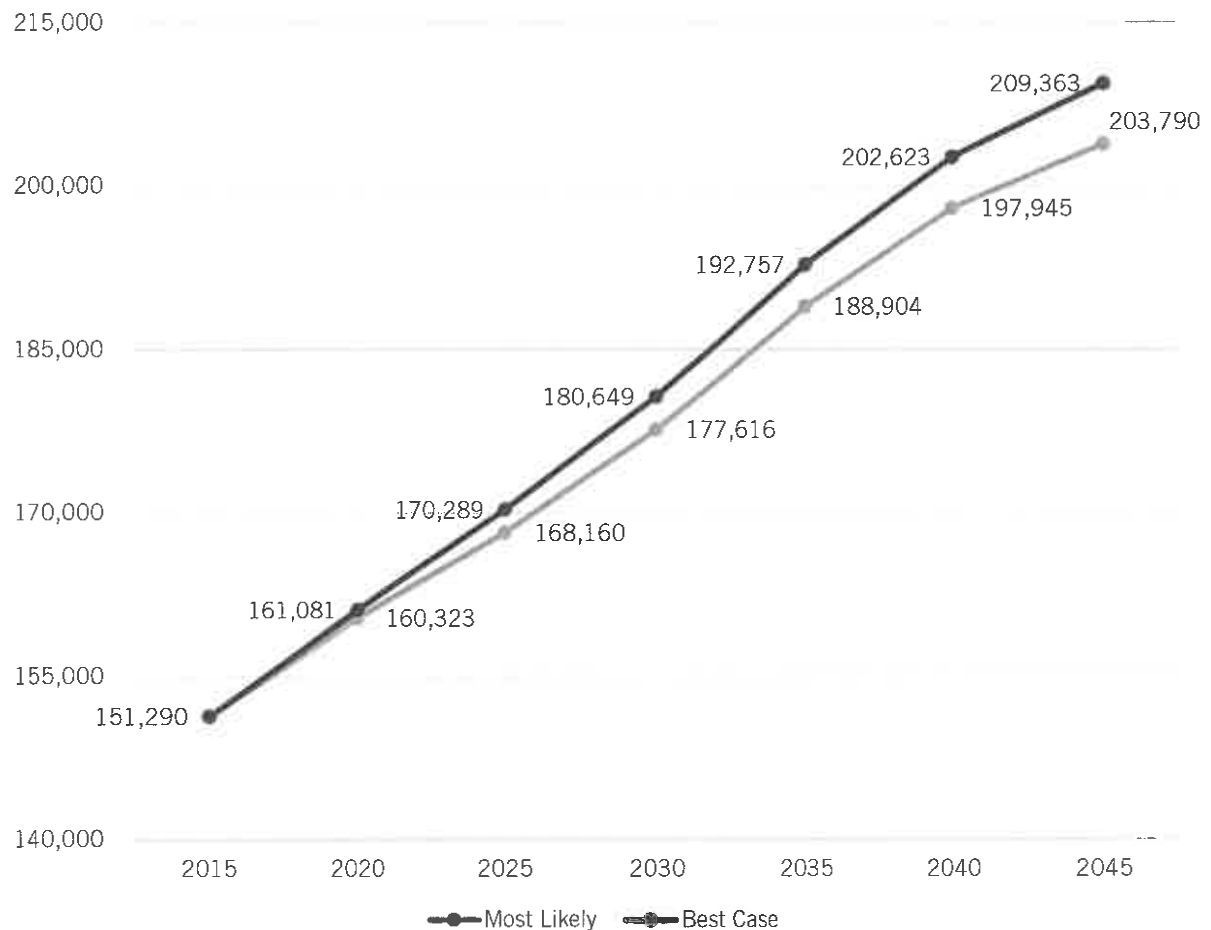


Table 19 summarizes the Most Likely scenario jobs growth patterns for each jurisdiction for each five-year period of the forecast. Table 20 summarizes the Best Case scenario jobs growth patterns for each jurisdiction for each five-year period of the forecast. Jobs are reported for the MPA, not the MSA, so the Balance of Cass and Balance of Clay numbers are only for the parts of Cass and Clay counties within the MPA and outside of the other communities included in the tables (Fargo, Moorhead, etc.).

Table 19: Most Likely Scenario Jobs Forecasts by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MPA	147,508	156,315	163,956	173,175	184,181	192,997	198,695
Cass County (MPA)	124,792	132,242	138,707	146,506	155,817	163,275	168,096
Clay County (MPA)	22,716	24,072	25,249	26,669	28,364	29,721	30,599
Fargo	107,253	113,656	119,213	125,915	133,918	140,328	144,471
West Fargo	13,623	14,436	15,142	15,993	17,010	17,824	18,350
Horace	331	351	368	389	414	433	446
Casselton	1,086	1,151	1,207	1,275	1,356	1,421	1,463
Balance of Cass (MPA)	1,441	1,527	1,602	1,692	1,800	1,886	1,941
Moorhead	17,767	18,828	19,748	20,859	22,184	23,246	23,933
Dilworth	1,170	1,240	1,300	1,373	1,461	1,530	1,576
Barnesville	895	948	994	1,050	1,117	1,171	1,205
Hawley	1,149	1,218	1,277	1,349	1,435	1,503	1,548
Balance of Clay (MPA)	1,002	1,062	1,113	1,176	1,251	1,311	1,349

Table 20: Best Case Scenario Jobs by Jurisdiction (2015 to 2045)

	2015	2020	2025	2030	2035	2040	2045
MPA	147,508	157,054	166,032	176,133	187,938	197,557	204,128
Cass County (MPA)	124,792	132,868	140,463	149,008	158,995	167,133	172,693
Clay County (MPA)	22,716	24,186	25,569	27,124	28,942	30,424	31,436
Fargo	107,253	114,193	120,722	128,066	136,649	143,644	148,421
West Fargo	13,623	14,504	15,333	16,266	17,357	18,245	18,852
Horace	331	353	373	396	422	444	458
Casselton	1,086	1,156	1,222	1,296	1,383	1,454	1,503
Balance of Cass (MPA)	1,441	1,534	1,622	1,721	1,836	1,930	1,994
Moorhead	17,767	18,917	19,998	21,215	22,637	23,796	24,587
Dilworth	1,170	1,245	1,317	1,397	1,490	1,567	1,619
Barnesville	895	953	1,007	1,068	1,140	1,198	1,238
Hawley	1,149	1,223	1,293	1,372	1,464	1,539	1,590
Balance of Clay (MPA)	1,002	1,067	1,128	1,196	1,276	1,342	1,386

Table 21 and Table 22 show the relationship between forecasted jobs and population as a ratio. A ratio closer to one suggests a high concentration of jobs and a ratio closer to one suggests primarily residential communities. The benchmark data are the Demographic Study estimates of jobs and population by jurisdiction in 2015. This ratio provides an understanding of the anticipated proportion of jobs to people in each jurisdiction, as well as how that proportion is anticipated to change over time. What is most obvious is the proportion of jobs in the MPA are much greater on the Cass County side than the proportion of jobs on the Clay County side.

Table 21: Most Likely Scenario Jobs per Capita for 2015, 2025, and 2045

	2015	2025	2045
MPA	0.66	0.62	0.63
Cass County (MPA)	0.74	0.68	0.69
Clay County (MPA)	0.36	0.34	0.35
Fargo	0.91	0.84	0.81
West Fargo	0.42	0.38	0.44
Horace	0.13	0.12	0.14
Casselton	0.45	0.46	0.49
Balance of Cass (MPA)	0.10	0.10	0.12
Moorhead	0.42	0.40	0.41
Dilworth	0.27	0.25	0.24
Barnesville	0.32	0.30	0.30
Hawley	0.52	0.55	0.59
Balance of Clay (MPA)	0.08	0.08	0.09

Table 22: Best Case Scenario Jobs per Capita for 2015, 2025, and 2045

	2015	2025	2045
MPA	0.66	0.62	0.62
Cass County (MPA)	0.74	0.68	0.69
Clay County (MPA)	0.36	0.34	0.35
Fargo	0.91	0.86	0.83
West Fargo	0.42	0.38	0.44
Horace	0.13	0.05	0.05
Casselton	0.45	0.46	0.48
Balance of Cass (MPA)	0.10	0.10	0.13
Moorhead	0.41	0.40	0.40
Dilworth	0.27	0.25	0.25
Barnesville	0.32	0.31	0.30
Hawley	0.52	0.54	0.59
Balance of Clay (MPA)	0.09	0.08	0.08



APPENDIX A LIST OF ASSUMPTIONS

Assumptions For Demographic Forecast			
	Scenario A - Best Case	Scenario B - Most Likely	Commentary
1	The F-M Diversion Project will be completed by 2025.	The F-M Diversion Project will be completed by 2025.	Perhaps largest growth impact - affecting jobs and population
2	100 year floodplain requirements will limit growth (in fringe areas) of single-family homes from 2015 to 2025 in Fargo and West Fargo.	100 year floodplain requirements will limit growth (in fringe areas) of single-family homes from 2015 to 2025 in Fargo and West Fargo.	The current limitations will remain until the F-M Diversion is completed
3	The age-specific fertility rate of all jurisdictions will rise by an annual rate of 0.3% between 2015 and 2025. The primary determinant of the annual number of births will be the number of women in child bearing ages.	The age-specific fertility rate of all jurisdictions will remain within 3% of current level. The primary determinant of the annual number of births will be the number of women in child bearing ages.	Fertility rates have changed very little in recent years, and it is difficult to envision a likely factor which would cause significant change
4	The age-specific mortality rates of all jurisdictions will decline by 3% between 2015 and 2045. The primary determinant of the annual number of deaths will be the number of people in high mortality age groups (60 and older). There will be no major medical breakthroughs that will reduce mortality (such as finding a cure for cancer or diabetes) or outbreak of new illness that will increase mortality (such as influenza pandemic).	The age-specific mortality rates of all jurisdictions will remain within 3% of current levels. The primary determinant of the annual number of deaths will be the number of people in high mortality age groups (60 and older). There will be no major medical breakthroughs that will reduce mortality (such as finding a cure for cancer or diabetes) or outbreak of new illness that will increase mortality (such as influenza pandemic).	Mortality rates did decline by a small percentage over the last decade
5	The rate of foreign immigration into all areas will be maintained at 1.5% per 5 year forecast period for the next 30 years.	The rate of foreign immigration into all areas will decline from 1.5% annually to 1.0% over the next 30 years.	The basic difference is maintaining or decreasing rates of foreign immigration to the area

	Scenario A - Best Case	Scenario B - Most Likely	Commentary
6	Local colleges will increase their number of on-campus students from 7,600 to 9,000 between 2015 and 2025	Local colleges will increase their current number of on-campus students from 7,600 to 8,400 by 2025.	NDSU is seeking approval for another 350-450 dorm rooms to come online by 2019
7	Over the period between 2015 and 2025 the proportion of local 18-22 year old population becoming four year matriculated college students and attending the colleges in the metropolitan area will increase from 40% to 55%	The proportion of local 18-22 year old population becoming four year matriculated college students and attending the colleges in the metropolitan area will increase over the next 30 years from 40% to 45%.	NDSU is aiming to grow student enrollment from 14,500 to 18,000 by 2020. Concordia and MSUM are both aiming to stabilize enrollment which is down from that of the last decade.
8	The gross out-migration rate for 22 to 30 year old college graduates will decrease from 30% to 20% from 2015 to 2025	The gross out-migration rate for 22 to 30 year old college graduates will decrease from 30% to 25% between 2015 and 2025.	Recent lower out-migration is a likely factor in the higher than forecast 2015 metro estimate
9	The gross out-migration rate of graduating high school seniors and local non-college 18-22 year olds will be reduced from 20% to 15% from 2015 to 2025	The gross out-migration rate of graduating high school seniors and local non-college 18-22 year olds will remain at 20% per five year forecast period for all jurisdictions for the life of the forecasts.	Recent lower out-migration is a likely factor in the higher than forecast 2015 metro estimate
10	The gross out-migration rate for local non-college 22 to 30 year olds will decrease from 13% to 7% from 2015 to 2025.	The gross out-migration rate for local (non-college) 22 to 30 year olds will decrease from 13% to 10% between 2015 and 2025	Recent lower out-migration is a likely factor in the higher than forecast 2015 metro estimate
11	The rate of out-migration to the sunbelt area of the 60-69 year old population will increase from a five year rate of 4.0% to 4.5% between 2015 and 2025.	The rate of out-migration to the sunbelt areas of the 60-69 year old population will increase from 4.0% to 5.5% between 2015 and 2025.	

	Scenario A - Best Case	Scenario B - Most Likely	Commentary
12	The age specific in-migration rate of the elderly population (age 60 and older) from the bordering service area (75 mile radius) will increase from 3.0% to 4.0% between 2015 and 2025	The age specific in-migration rate of the elderly population (age 60 and older) from the bordering service area (75 mile radius) will increase from 3.0% to 3.5% between 2015 and 2025.	
13	The primary in-migration destination of non-college students 18-29 years old will be to the areas of the metropolitan area that are dominated by multi-family housing. The primary immigration destination of households 30-39 years old will be to parts of the metropolitan area that are dominated by detached single family starter homes. The primary in-migration destination of households 40-49 years old will be to parts of the metropolitan area that are dominated by detached single family "move up" homes. The net migration rates of 50-59 year old households are traditionally near zero and are expected to continue at that level over the next 30 years.	The primary in-migration destination of non-college students 18-29 years old will be to the areas of the metropolitan area that are dominated by multi-family housing. The primary immigration destination of households 30-39 years old will be to parts of the metropolitan area that are dominated by detached single family starter homes. The primary in-migration destination of households 40-49 years old will be to parts of the metropolitan area that are dominated by detached single family "move up" homes. The net migration rates of 50-59 year old households are traditionally near zero and are expected to continue at that level over the next 30 years.	Past patterns will remain the same
14	The interest rates for traditional 30 year fixed home mortgages will remain below 5.5% between 2015 and 2025	The interest rates for traditional 30 year fixed home mortgages will remain below 7.5% from 2015 to 2025.	The impact of higher rates is less people able to buy homes. Affordable housing is a major issue for future job growth in the metro, but prices have been climbing. Will the status quo remain? Or will some new factor cause a change?
15	The rate of sale of existing single family housing units will increase by an average annual rate of 1% between 2015 and 2025	The rate of sale of existing housing units will remain within 3% of current levels in all jurisdictions	

	Scenario A - Best Case	Scenario B - Most Likely	Commentary
16	The average occupancy rate of all multi-family housing units in all jurisdictions will remain above 95%.	The average occupancy rate of all multi-family housing units in all jurisdiction remains above 90%	Occupancy rates have typically influenced how much multi-family housing is added to the market
17	There will be no expansion of the local or national economy exceeding a 5% annual increase in GDP over any 3 year period for the period 2015 to 2025	There will be no short or long term expansion of the local or national economy exceeding a 2% annual increase in GDP	The difference is between similar to current economic conditions or real growth conditions
18	The price of oil increases by a 3% annual average for the life of the forecasts.	The price of oil stays above \$40 a barrel for the life of the forecasts.	
19	Horace will experience high short-term growth		Based on new agreement with Fargo for sanitary sewer service



APPENDIX B

DEMOGRAPHIC FORECASTS

Best Case	Population Forecasts							
	2010	2015	2020	2025	2030	2035	2040	2045
FMMSA	208,777	232,900	259,260	281,030	300,460	317,400	331,730	342,360
Cass	149,778	168,930	189,900	206,620	221,350	233,940	244,460	251,940
Clay	58,999	63,970	69,360	74,410	79,110	83,460	87,270	90,420
MPA	198,446	222,366	246,523	267,331	286,013	302,419	316,413	326,782
Fargo	105,524	117,230	129,690	140,030	151,810	162,450	172,140	179,800
West Fargo	25,840	32,300	37,370	40,140	42,000	43,240	43,660	43,270
Horace	2,430	2,620	5,070	8,190	8,940	9,500	9,820	10,040
Cassellton	2,329	2,420	2,530	2,680	2,800	2,920	2,990	3,110
Moorhead	38,065	43,840	47,120	50,290	53,340	56,390	59,100	61,420
Dilworth	4,024	4,300	4,760	5,210	5,620	5,960	6,270	6,510
Barnesville	2,563	2,780	3,020	3,300	3,530	3,730	3,920	4,110
Hawley	2,067	2,190	2,290	2,390	2,460	2,570	2,630	2,700
Cass Balance	13,655	14,360	15,240	15,580	15,800	15,830	15,850	15,720
Clay Balance	12,280	10,860	12,170	13,220	14,160	14,810	15,350	15,680
Cass Small Areas	8,371	8,803	8,499	8,504	8,534	8,371	8,353	8,253
Clay Small Areas	7,233	5,883	6,174	6,597	7,016	7,288	7,530	7,569
Argusville city	475	500	503	506	506	499	491	495
Barnes township	25	26	28	29	22	22	22	22
Berlin township	124	130	107	111	111	109	111	110
Cassellton Township	78	82	91	93	92	89	87	85
Durbin Township	83	87	92	94	95	95	92	88
Everest Township	88	93	96	97	96	95	94	90
Frontier city	214	225	217	209	216	214	219	217
Harmony Township	81	85	88	89	88	87	86	83
Harwood city	718	755	723	716	705	712	716	711
Harwood township	345	363	320	332	338	347	349	346
Kindred city	692	728	773	798	805	799	802	797
Mapleton city	762	801	792	809	774	750	761	755
Mapleton township	188	198	181	187	193	190	192	190
Normanna Township	333	350	369	374	379	380	380	377
North River city	56	59	51	48	52	47	48	47
Oxbow city	305	321	335	327	316	301	285	267
Pleasant Township	468	492	518	514	506	491	476	456
Prairie Rose city	73	77	68	65	70	63	63	63
Raymond township	254	267	253	241	251	247	254	252
Reed township	1,175	1,236	1,139	1,131	1,151	1,108	1,124	1,115
Reile's Acres city	513	539	489	483	493	475	468	464
Stanley township	1,182	1,243	1,131	1,122	1,142	1,124	1,109	1,100
Warren township	139	146	135	129	133	127	124	123
Alliance Township	235	232	253	268	282	291	299	304
Barnsville Township	147	145	159	171	182	192	197	206
Comstock City	93	92	100	105	109	111	112	111
Eglon Township	508	526	552	589	625	649	671	685
Elmwood Township	415	409	399	427	440	444	444	427
Glyndon City	1,394	1,409	1,495	1,595	1,698	1,758	1,826	1,857
Glyndon Township	278	274	292	313	333	348	362	355
Hawley Township	474	480	513	548	582	607	628	641
Holy Cross Township	140	138	148	157	164	168	171	172
Humboldt Township	263	259	284	305	324	339	352	361
Kragnes Township	293	289	253	271	288	301	313	302
Kurtz Township	249	245	266	256	273	285	296	265
Moland Township	299	295	279	299	326	341	346	338
Moorhead Township	169	167	159	171	182	190	211	216
Morken Township	156	154	146	157	174	182	181	184
Oakport Township	1,598	232	243	264	269	267	261	251
Sabin City	522	537	633	701	765	815	860	894
Cass Remainder	5,284	5,557	6,741	7,076	7,303	7,459	7,497	7,467
Clay Remainder	5,047	4,977	5,996	6,623	7,144	7,522	7,820	8,111

Most Likely	Population Forecasts							
	2010	2015	2020	2025	2030	2035	2040	2045
FMMSA	208,777	232,900	256,520	276,560	294,160	309,060	321,070	330,550
Cass	149,778	168,930	187,740	203,130	216,410	227,540	236,410	243,370
Clay	58,999	63,970	68,780	73,430	77,750	81,520	84,660	87,180
MPA	198,446	222,366	243,525	262,899	280,111	294,429	306,093	315,416
Fargo	105,524	117,230	130,590	142,760	153,840	163,360	171,540	178,900
West Fargo	25,840	32,300	37,130	39,440	41,020	42,020	42,190	41,720
Horace	2,430	2,620	2,770	2,960	3,090	3,180	3,240	3,280
Casselton	2,329	2,420	2,520	2,650	2,770	2,850	2,910	2,970
Moorhead	38,065	43,840	45,740	48,850	51,860	54,630	56,990	58,870
Dilworth	4,024	4,300	4,740	5,160	5,590	5,910	6,180	6,440
Barnesville	2,563	2,780	3,000	3,280	3,490	3,650	3,830	3,990
Hawley	2,067	2,190	2,290	2,340	2,450	2,510	2,610	2,630
Cass Balance	13,655	14,360	14,730	15,320	15,690	16,130	16,530	16,500
Clay Balance	12,280	10,860	13,010	13,800	14,360	14,820	15,050	15,250
Cass Small Areas	8,371	8,803	7,903	8,250	8,438	8,530	8,711	8,662
Clay Small Areas	7,233	5,883	5,455	5,810	6,124	6,338	6,436	6,481
Argusville city	475	500	486	498	502	508	512	520
Barnes township	25	26	27	28	22	23	23	23
Berlin township	124	130	103	109	110	111	116	116
Casselton Township	78	82	88	92	91	90	91	89
Durbin Township	83	87	88	92	94	97	96	92
Everest Township	88	93	93	95	96	97	97	94
Frontier city	214	225	192	205	215	218	228	228
Harmony Township	81	85	86	87	88	89	89	87
Harwood city	718	755	648	680	700	726	747	746
Harwood township	345	363	309	326	336	353	364	363
Kindred city	692	728	747	772	791	815	836	837
Mapleton city	762	801	689	720	741	765	793	792
Mapleton township	188	198	175	184	191	194	200	200
Normanna Township	333	350	356	368	376	387	397	396
North River city	56	59	44	48	52	48	50	49
Oxbow city	305	321	324	322	314	306	298	280
Pleasant Township	468	492	501	506	502	500	496	478
Prairie Rose city	73	77	59	64	69	64	66	66
Raymond township	254	267	221	237	249	252	264	264
Reed township	1,175	1,236	1,061	1,112	1,144	1,129	1,174	1,171
Reile's Acres city	513	539	442	475	489	484	488	487
Stanley township	1,182	1,243	1,046	1,103	1,134	1,145	1,157	1,155
Warren township	139	146	118	127	132	129	129	129
Alliance Township	235	232	247	260	267	273	274	275
Barnsville Township	147	145	156	166	172	179	181	186
Comstock City	93	92	98	102	103	104	102	101
Egdon Township	508	501	540	571	592	608	614	619
Elmwood Township	415	409	324	334	352	369	381	386
Glyndon City	1,394	1,375	1,431	1,490	1,522	1,541	1,535	1,540
Glyndon Township	278	274	219	239	253	267	272	276
Hawley Township	474	467	502	531	551	567	575	579
Holy Cross Township	140	138	144	152	155	157	156	156
Humboldt Township	263	259	279	295	307	317	322	326
Kragnes Township	293	289	223	228	243	261	269	273
Kurtz Township	249	245	182	197	208	224	236	239
Moland Township	299	295	221	251	267	286	301	305
Moorhead Township	169	167	143	160	169	185	193	195
Morken Township	156	154	117	130	141	151	164	166
Oakport Township	1,598	1,576	1,626	1,656	1,695	1,704	1,701	1,708
Sabin City	522	537	390	447	566	596	616	624
Cass Remainder	5,284	5,557	6,827	7,070	7,252	7,600	7,819	7,838
Clay Remainder	5,047	4,977	7,555	7,990	8,236	8,482	8,614	8,769

Best Case	Households Forecasts							
	2010	2015	2020	2025	2030	2035	2040	2045
FMMSA	86,178	94,750	104,970	112,450	119,850	124,830	130,440	134,930
Cass	63,899	70,460	78,160	83,820	89,290	92,520	96,750	99,960
Clay	22,279	24,290	26,810	28,630	30,560	32,310	33,690	34,970
MPA	81,875	90,210	99,550	106,820	113,940	118,700	124,460	128,940
Fargo	46,671	50,870	56,280	60,260	64,650	66,630	70,550	73,530
West Fargo	10,348	12,410	13,460	13,950	14,630	15,540	15,690	15,840
Horace	810	840	1,730	2,710	2,980	3,190	3,360	3,520
Cassellton	874	890	920	950	1,000	1,040	1,090	1,150
Moorhead	14,205	16,420	17,830	19,190	20,610	21,880	23,010	23,810
Dilworth	1,595	1,660	2,030	2,150	2,290	2,470	2,530	2,630
Barnesville	1,013	1,050	1,130	1,190	1,270	1,320	1,430	1,570
Hawley	854	910	940	970	1,020	1,050	1,080	1,140
Cass Balance	5,196	5,450	5,770	5,950	6,030	6,120	6,060	5,920
Clay Balance	4,612	4,250	4,880	5,130	5,370	5,590	5,640	5,820
Cass Small Areas	2,922	3,000	3,010	3,150	3,160	3,180	3,290	3,290
Clay Small Areas	2,583	2,160	2,220	2,300	2,330	2,400	2,430	2,460
Argusville city	151	160	160	170	170	170	170	170
Barnes township	12	10	10	10	10	10	10	10
Berlin township	44	50	40	40	40	40	40	40
Cassellton Township	29	30	30	30	30	30	30	30
Durbin Township	37	40	40	40	40	40	40	40
Everest Township	36	40	40	40	40	40	40	40
Frontier city	75	80	80	80	80	80	80	80
Harmony Township	30	30	30	30	30	30	30	30
Harwood city	241	250	250	270	270	270	280	280
Harwood township	122	130	120	130	130	130	140	140
Kindred city	267	270	280	280	280	290	300	300
Mapleton city	248	250	260	280	280	280	290	290
Mapleton township	66	70	70	70	70	70	80	80
Normanna Township	123	130	130	140	140	140	150	150
North River city	23	20	20	20	20	20	20	20
Oxbow city	101	110	110	110	110	110	120	120
Pleasant Township	177	180	180	190	190	190	200	200
Prairie Rose city	25	20	20	20	20	20	20	20
Raymond township	100	100	100	110	110	120	130	130
Reed township	399	410	410	430	430	430	440	440
Reile's Acres city	146	150	160	170	180	180	180	180
Stanley township	416	420	420	440	440	440	450	450
Warren township	54	50	50	50	50	50	50	50
Alliance Township	89	90	90	90	90	90	90	90
Barnsville Township	60	60	60	60	60	60	60	60
Comstock City	38	40	40	40	40	40	40	40
Egdon Township	187	190	200	200	200	200	200	200
Elmwood Township	150	150	160	160	160	160	160	160
Glyndon City	464	470	480	500	510	530	540	560
Glyndon Township	105	100	110	120	110	120	130	130
Hawley Township	162	170	170	170	170	170	170	170
Holy Cross Township	53	60	60	60	60	60	60	60
Humboldt Township	96	100	100	110	110	110	110	110
Kragnes Township	114	110	110	110	120	120	120	120
Kurtz Township	92	90	90	90	90	100	100	100
Moland Township	110	110	110	120	120	140	140	130
Moorhead Township	67	70	70	70	70	70	70	70
Morken Township	63	60	60	60	70	70	70	70
Oakport Township	553	110	120	130	140	140	140	150
Sabin City	180	180	190	210	210	220	230	240
Cass Remainder	2,274	2,450	2,760	2,800	2,870	2,940	2,770	2,630
Clay Remainder	2,029	2,090	2,660	2,830	3,040	3,190	3,210	3,360

Most Likely	Households Forecasts							
	2010	2015	2020	2025	2030	2035	2040	2045
FMMSA	86,178	94,750	103,220	109,500	115,750	120,510	125,040	129,060
Cass	63,899	70,460	76,950	81,240	85,810	88,880	92,170	95,210
Clay	22,279	24,290	26,270	28,260	29,940	31,630	32,870	33,850
MPA	81,875	90,160	97,920	103,790	109,710	114,080	118,450	122,200
Fargo	46,671	50,870	55,890	59,790	63,810	66,270	68,770	71,440
West Fargo	10,348	12,410	13,390	13,550	13,780	14,090	14,460	14,680
Horace	810	840	920	990	1,040	1,060	1,090	1,110
Casselton	874	890	910	940	980	1,010	1,040	1,060
Moorhead	14,205	15,920	17,120	18,560	19,780	20,980	22,030	22,560
Dilworth	1,595	1,660	1,990	2,110	2,230	2,390	2,440	2,510
Barnesville	1,013	1,050	1,110	1,160	1,230	1,280	1,370	1,520
Hawley	854	910	930	950	990	1,020	1,050	1,110
Cass Balance	5,196	5,450	5,840	5,970	6,200	6,450	6,810	6,920
Clay Balance	4,612	4,750	5,120	5,480	5,710	5,960	5,980	6,150
Cass Small Areas	2,922	3,000	3,010	3,000	3,080	3,100	3,220	3,220
Clay Small Areas	2,583	2,160	2,190	2,270	2,320	2,400	2,490	2,500
Argusville city	151	160	160	160	160	160	160	160
Barnes township	12	10	10	10	10	10	10	10
Berlin township	44	50	50	40	40	40	40	40
Casselton Township	29	30	30	30	30	30	30	30
Durbin Township	37	40	40	40	40	40	40	40
Everest Township	36	40	40	40	40	40	40	40
Frontier city	75	80	80	80	80	80	80	80
Harmony Township	30	30	30	30	30	30	30	30
Harwood city	241	250	250	250	260	260	270	270
Harwood township	122	130	130	130	130	130	140	140
Kindred city	267	270	270	270	280	280	290	290
Mapleton city	248	250	260	260	270	270	280	280
Mapleton township	66	70	70	70	70	70	80	80
Normanna Township	123	130	130	130	130	130	140	140
North River city	23	20	20	20	20	20	20	20
Oxbow city	101	110	110	110	120	120	130	130
Pleasant Township	177	180	180	180	190	190	200	200
Prairie Rose city	25	20	20	20	20	20	20	20
Raymond township	100	100	100	100	110	110	120	120
Reed township	399	410	410	410	420	420	430	430
Reile's Acres city	146	150	150	150	150	160	170	170
Stanley township	416	420	420	420	430	440	450	450
Warren township	54	50	50	50	50	50	50	50
Alliance Township	89	90	90	90	90	100	100	100
Barnsville Township	60	60	60	60	60	60	70	70
Comstock City	38	40	40	40	40	40	40	40
Egdon Township	187	190	190	200	200	210	220	220
Elmwood Township	150	150	150	160	160	160	160	160
Glyndon City	464	470	480	490	500	520	530	530
Glyndon Township	105	100	100	110	110	120	130	130
Hawley Township	162	170	180	190	190	190	200	200
Holy Cross Township	53	60	60	60	60	60	60	60
Humboldt Township	96	100	100	110	110	110	120	120
Kragnes Township	114	110	110	110	120	120	120	120
Kurtz Township	92	90	90	90	90	100	100	100
Moland Township	110	110	110	120	120	130	130	130
Moorhead Township	67	70	70	70	70	70	80	80
Morken Township	63	60	60	60	70	70	70	70
Oakport Township	553	110	110	110	120	120	130	130
Sabin City	180	180	190	200	210	220	230	240
Cass Remainder	2,274	2,450	2,830	2,970	3,120	3,350	3,590	3,700
Clay Remainder	2,029	2,090	2,930	3,210	3,390	3,560	3,490	3,650

Best Case	Jobs Forecasts							
	2010	2015	2020	2025	2030	2035	2040	2045
FMMSA	139,551	151,290	161,081	170,289	180,649	192,757	202,623	209,363
MPA	136,063	147,508	157,054	166,032	176,133	187,938	197,557	204,128
Cass MPA	115,109	124,792	132,868	140,463	149,008	158,995	167,133	172,693
Clay MPA	20,954	22,716	24,186	25,569	27,124	28,942	30,424	31,436
Fargo	98,931	107,253	114,193	120,722	128,066	136,649	143,644	148,421
West Fargo	12,566	13,623	14,504	15,333	16,266	17,357	18,245	18,852
Horace	306	331	353	373	396	422	444	458
Casselton	1,002	1,086	1,156	1,222	1,296	1,383	1,454	1,503
Moorhead	16,389	17,767	18,917	19,998	21,215	22,637	23,796	24,587
Dilworth	1,079	1,170	1,245	1,317	1,397	1,490	1,567	1,619
Barnesville	825	895	953	1,007	1,068	1,140	1,198	1,238
Hawley	1,060	1,149	1,223	1,293	1,372	1,464	1,539	1,590
Kindred	311	337	359	380	403	430	452	467
Harwood	185	201	214	226	240	256	269	278
Oxbow	61	66	71	75	79	85	89	92
Frontier	59	64	68	72	77	82	86	89
Reiles Acres	36	39	41	44	46	49	52	54
Argusville	14	16	17	18	19	20	21	22
North River	9	10	10	11	12	12	13	13
Prairie Rose	1	1	1	1	1	2	2	2
Glyndon	547	593	631	667	708	755	794	820
Sabin	91	99	105	111	118	126	132	136
Comstock	39	43	45	48	51	54	57	59
Cass MPA Balance	1,329	1,441	1,534	1,622	1,721	1,836	1,930	1,994
Clay MPA Balance	924	1,002	1,067	1,128	1,196	1,276	1,342	1,386

Most Likely	Jobs Forecasts							
	2010	2015	2020	2025	2030	2035	2040	2045
FMMSA	139,551	151,290	160,323	168,160	177,616	188,904	197,945	203,790
MPA	136,063	147,508	156,315	163,956	173,175	184,181	192,997	198,695
Cass MPA	115,109	124,792	132,242	138,707	146,506	155,817	163,275	168,096
Clay MPA	20,954	22,716	24,072	25,249	26,669	28,364	29,721	30,599
Fargo	98,931	107,253	113,656	119,213	125,915	133,918	140,328	144,471
West Fargo	12,566	13,623	14,436	15,142	15,993	17,010	17,824	18,350
Horace	306	331	351	368	389	414	433	446
Casselon	1,002	1,086	1,151	1,207	1,275	1,356	1,421	1,463
Moorhead	16,389	17,767	18,828	19,748	20,859	22,184	23,246	23,933
Dilworth	1,079	1,170	1,240	1,300	1,373	1,461	1,530	1,576
Barnesville	825	895	948	994	1,050	1,117	1,171	1,205
Hawley	1,060	1,149	1,218	1,277	1,349	1,435	1,503	1,548
Kindred	311	337	357	375	396	421	441	454
Harwood	185	201	213	223	236	251	263	270
Oxbow	61	66	70	74	78	83	87	90
Frontier	59	64	68	71	75	80	84	86
Reiles Acres	36	39	41	43	45	48	51	52
Argusville	14	16	17	17	18	20	21	21
North River	9	10	10	11	11	12	13	13
Prairie Rose	1	1	1	1	1	2	2	2
Glyndon	547	593	628	659	696	740	776	798
Sabin	91	99	104	110	116	123	129	133
Comstock	39	43	45	47	50	53	56	57
Cass MPA Balance	1,329	1,441	1,527	1,602	1,692	1,800	1,886	1,941
Clay MPA Balance	924	1,002	1,062	1,113	1,176	1,251	1,311	1,349

Jurisdiction	Scenario	School Population Forecasts							
		2010	2015	2020	2025	2030	2035	2040	2045
MSA	Most Likely	26,882	31,133	36,240	39,135	40,015	40,192	40,128	39,942
	Best Case	26,882	31,133	36,647	39,753	40,795	41,413	41,909	41,961
Cass	Most Likely	18,772	22,348	26,843	29,474	30,150	30,143	29,908	29,669
	Best Case	18,772	22,348	27,158	29,970	30,827	31,200	31,328	31,058
Clay	Most Likely	8,110	8,785	9,397	9,661	9,865	10,049	10,220	10,273
	Best Case	8,110	8,785	9,489	9,783	9,968	10,213	10,581	10,903
Fargo	Most Likely	11,611	14,163	17,156	19,760	21,369	22,416	22,891	22,931
	Best Case	11,611	14,163	17,486	19,999	21,487	22,927	23,478	23,606
Moorhead	Most Likely	4,672	5,580	6,097	6,213	6,417	6,685	6,943	7,049
	Best Case	4,672	5,580	6,158	6,210	6,288	6,517	6,935	7,265
West Fargo	Most Likely	4,049	5,203	6,656	6,733	5,851	4,814	4,277	4,031
	Best Case	4,049	5,203	6,752	6,939	6,152	5,142	4,600	4,332
Dilworth	Most Likely	704	777	817	926	1,030	1,012	915	846
	Best Case	704	777	824	934	1,040	1,002	905	851
Horace	Most Likely	522	522	531	527	577	572	527	490
	Best Case	522	522	529	552	622	647	639	592
Casselton	Most Likely	431	459	509	464	427	398	408	408
	Best Case	431	459	505	481	457	440	438	448
Barnesville	Most Likely	451	522	596	604	628	620	602	588
	Best Case	451	522	596	604	638	652	632	632
Hawley	Most Likely	350	410	430	387	374	350	348	345
	Best Case	350	410	430	407	384	372	348	343



APPENDIX C

TRAVEL DEMAND DEVELOPMENT PROCESS

TRAVEL DEMAND MODEL DEVELOPMENT PROCESS

TRAVEL DEMAND MODEL DEVELOPMENT PROCESS

The Fargo-Moorhead metropolitan area travel demand model (TDM) is a four-step model that develops trip generation rates for traffic analysis zones (TAZs) based on land use, household characteristics, and employment and then distributes trips to other TAZs based on the same factors. A TAZ is a small geographic unit that varies in physical size, employment, and population levels.

The current TDM for the Fargo-Moorhead metropolitan area is based on a base year of 2010 and two forecast years, 2020 and 2040. These models support the current approved Long Range Transportation Plan (LRTP) for the Fargo-Moorhead metropolitan area.

The base year for the update of Metro COG's LRTP is 2015, with two forecast years, 2025 and 2045. Therefore, outputs from the approved Demographic Forecast Study are used to populate the TDM for years 2025 and 2045. The Demographic Forecast Study used data developed for 2015, 2025 and 2045 to assist with providing key household and employment inputs into the TDM for those years.

This memorandum provides an overview of the process of inputting and refining data into the 2015, 2025, and 2045 TAZs to support the Fargo-Moorhead metropolitan area TDM update. It should be noted that efforts to refine and allocate forecast population and household data TAZs was a cooperative effort between the Fargo-Moorhead Metropolitan Council of Governments (Metro COG), the Advanced Traffic Analysis Center (ATAC), and KLJ. For the remainder of this report, the collective actions of this group is referred to as the "project team".

BASE YEAR TAZ DATA REFINEMENTS AND ALLOCATION

Data inputs which drove the actual allocation of employment and population data into the TDM were based primarily on purchased InfoGroup USA data for the year 2015. The InfoGroup USA data included both employment and household characteristics for the entire Fargo-Moorhead Metropolitan Statistical Area (MSA).

Historically, Metro COG has used InfoGroup USA data exclusively for the allocation of base year jobs data. For the 2015 update of the TDM, Metro COG desired to also use InfoGroup USA data to assist with allocating base year household data. Historically, Metro COG has used a collection of Census data sets to allocate base year household data to the TDM.

What follows is a summary of the efforts deployed by Metro COG and ATAC to ensure a consistent allocation of base year employment and households at the TAZ level.

Households

Evaluating and Refining Data Sets

InfoGroup USA household data had some obvious shortcomings, primarily it was about 20 percent low on households when compared to 2014 American Community Survey (ACS) estimates. Additionally, the project team spot checked several specific TAZs in established parts of the MSA to compare the consistency of the ACS and InfoGroup USA data. Several discrepancies were identified in total households calculated between both ACS and InfoGroup USA.

Due to shortcomings with the InfoGroup USA data, Metro COG directed ATAC to develop and implement a methodology to develop base year (2015) household allocations using a combination of both InfoGroup USA data and 2014 ACS data. In early 2017, the project team developed a methodology to refine 2014 ACS five-year data for the Fargo-Moorhead metropolitan area based on the distribution of 2015 InfoGroup USA data.

Method for Combining ACS and InfoGroup Data

The methodology developed used a combination of the InfoGroup USA data and the ACS data to assign household data to the 2015 TAZs. Because the InfoGroup USA data is point data, it does not suffer from mismatch in TAZ geographies that occurs in ACS data and the 2015 TAZs. The InfoGroup USA data served as a weighted file to assign ACS data to each TAZ 2015 geography that fell within that TAZ and for TAZ 2015 geographies that occurred in more than one ACS block group.

To perform the methodology, four datasets were used: the InfoGroup USA Household dataset, ACS dataset and the 2015 TAZ dataset. The following describes the different steps that were used for this methodology:

1. Spatial join of InfoGroup USA household data to ACS block group data in GIS to create the InfoUSA_ACS dataset.
 - a. When performing the spatial join, the option to use the “sum” should be selected. This will ensure that the sum of each Household size will be added to the dataset.
 - b. Calculate the ratio of ACS to InfoGroup USA for each Household size, this attribute should be called weight.
2. Perform “Intersect” in ArcGIS between the InfoUSA_ACS dataset and the 2015 TAZ dataset to create the Intersect1.
 - a. The Intersect1 will have several new fields e.g. the Intersect ID and a new object ID field that keep the unique geographical feature of each ACS block group and 2015 TAZ.
 - b. Note that the Intersect1 dataset will have more TAZ geographies than the 2015 TAZs. This is because the intersect tool creates a new feature from the common areas or edges between the 2015 TAZ dataset and the InfoUSA_ACS dataset. This step ensures that portions of TAZ 2015 geographies that fall in more than one ACS block group will be assigned in their appropriate ACS geography.
 - c. The important fields in this dataset are the TAZ_2010 (TAZ number Field) Intersect ID, and the weights from the InfoUSA_ACS dataset.
3. Spatial join the InfoGroup USA Household dataset to the Intersect1 to create a new dataset called Intersect2.
 - a. When performing the spatial join, the option to use the “sum” should be selected. This will ensure that the sum of each Household size for each TAZ will be added to the dataset.

- b. The key attributes to in the Intersect2 dataset are: the weight attribute from the InfoUSA_ACS dataset, and the Household size information from InfoGroup USA dataset.
 - c. Multiply the Household size information from the InfoGroup USA data set to the weight (ratio of ACS to InfoGroup USA Household data).
 - i. This information is the total number of household for each household size category for the intersected TAZs.
 - ii. Again, you will have more TAZs than the 2015 TAZ.
- 4. Using the “Dissolve” function in ArcGIS, dissolve the Intersect2 data using the TAZ number field. This step will reset the Intersect 2 data to the original TAZ 2015 TAZ geographies.
 - a. When performing dissolve, ensure that the household size fields from 3.C are used and the statistics field should be summed.
 - b. These fields then become the household sizes for each TAZ.

Quality Control

After assigning the ACS data to the TAZs, quality control checks were performed to verify that the assigned data was accurate overall.

Comparing Households between 2010 and Estimated 2015 TAZs

For this comparison, only the 2015 TAZ structure as it existed in 2010 was used. Thus the additional TAZs in the “new” MPA boundary were not considered, ensuring that apples to apples were compared. This comparison was to show where and how much growth occurred. Table 1 shows that the number of households between 2010 and the estimated 2015 data grew for all household sizes with an overall total growth of 3,821 households. This number should be verified for accuracy with building permits, keeping in mind that the ACS data was for 2014.

Comparison of Select ACS Geographies to Estimated 2015 TAZ

This was a random selection of ACS block groups (using the FID field) and estimated 2015 TAZs within that ACS geography. The households for the 2015 TAZs were on average lower than the 2015 ACS block groups albeit not by much. The errors were typically proportional to the spatial size of the TAZ. Table 1 shows these comparisons.

Table 1: Comparison of Select ACS Block Groups to 2015 TAZs within the Selected Block Group

ACS FID	PPHH1			PPHH2			PPHH3			PPHH4			HHTotal		
	ACS	TAZ 2015	Diff	ACS	TAZ 2015	Diff	ACS	TAZ 2015	Diff	ACS	TAZ 2015	Diff	ACS	TAZ 2015	Diff
68	34	34	0	132	134	2	38	38	0	189	168	-21	393	374	-19
129	648	647	-1	497	493	-4	277	277	0	140	132	-8	1,562	1,549	-13
102	68	67	-1	148	148	0	50	50	0	55	53	-2	321	318	-3
63*	414	414	0	218	218	0	75	75	0	42	42	0	749	749	0
64-136-127	724	724	0	580	580	0	146	146	0	162	161	-1	1,612	1,611	-1
48-110-113	393	393	0	482	482	0	190	190	0	93	96	3	1,158	1,161	3
137	296	296	0	908	908	0	151	151	0	412	412	0	1,767	1,767	0
55-111	134	115	-19	86	49	-37	121	106	-15	11	0	-11	352	269	-83
56-66-57-58-62	670	668	-2	953	940	-13	338	345	7	239	229	-10	2,200	2,182	-18

Comparison of Select 2010 TAZs to 2015 TAZs

Households for 2010 TAZs and certain areas were compared to households for 2015 TAZs for identical areas to see whether growth was occurring in the right areas. Table 2 shows that overall, there was growth in the areas that have seen household growth between 2010 and 2014. TAZ 94 which is the area from University Drive to North Broadway and from 12th Avenue N to 7th Avenue N showed a reduction of total households by 75. Table 2 shows the results for these comparisons. Table 2 shows selected TAZs and their differences by household size between ACS data and ATAC's process.

Table 2: Household Comparisons by Select TAZs

TAZ/Area Description	PPHH1			PPHH2			PPHH3			PPHH4			HHTotal		
	2010	2015	Diff	2010	2015	Diff	2010	2015	Diff	2010	2015	Diff	2010	2015	Diff
TAZ 94	607	454	-153	258	286	28	201	279	78	148	120	-28	1,214	1,139	-75
TAZ 29	28	95	67	205	278	73	149	93	-56	236	166	-70	618	632	14
12thAveN-5thAveS/ 2ndStN-UnivDr	2,748	2,570	-178	971	1,047	76	345	537	192	269	310	41	4,333	4,464	131
52nd-64thAve/ 36thSt-UnivDrS	296	266	-30	418	491	73	235	332	97	280	503	223	1,229	1,592	363
32ndAveSW-40 th AveS/9thStWest- Veterans	159	298	139	221	403	182	168	321	153	158	395	237	706	1,417	711
I94-CoR75/20thStS-SE MAIN Ave	288	281	-7	376	450	74	156	156	0	347	545	198	1,167	1,432	265

Overall Comparison of ACS and Estimated 2015 Households

The ACS data encompasses an area that is larger than the MPA boundary. In some instances, for example for ACS with FIDs 18 and 94 only part of those ACS TAZs are within the MPA boundaries. In some instances, for example ACS TAZs with FIDs 65 and 109, none of the 2015 TAZs lie within those boundaries. A comparison was done to ensure that the projected 2015 households should be lower than the ACS data. Overall, the estimated 2015 TAZs were lower by 3,914 households in comparison to the total ACS area as expected. The results of this process appeared to more closely match the assumed number of total households established by the Demographic Forecast Study for the year 2015. Table 3 below shows the difference between ACS data and the result of ATAC's methodology for the entire planning area.

Table 3: ACS to ATAC Household Comparison

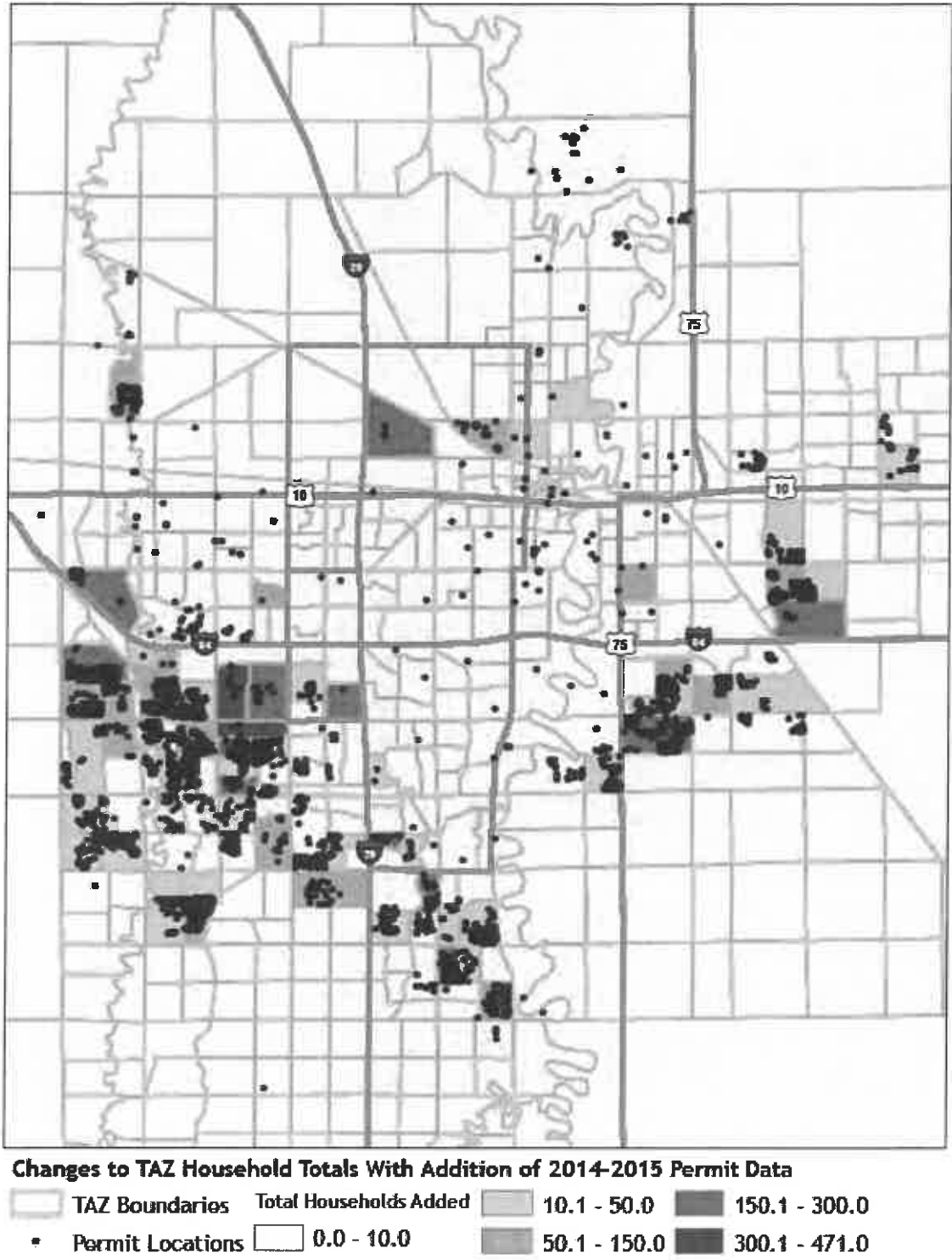
ACS 2014	2015 Info Group + ACS	2015 Estimate
89,558	85,644	90,210

There was a shortfall to actual projected households in the modeled study area, i.e. Metro COG's Metropolitan Planning Area (MPA). Total estimated (2015) households in Metro COG's MPA was 90,210.

The project team distributed 2014 and 2015 residential permit data from Moorhead, Fargo and West Fargo to TAZs to assist with balancing and ensuring a better match of the 2014 ACS data to the base year of 2015 (see Figure 1).

Data from Metro COG's 2010 TDM was used to review and cross check the allocations for 2015 to determine potential variations within TAZs. Given changes in TAZ structure between 2010 and 2015, and to account for an evaluation of larger geographic areas, TAZs were aggregated to compare 2010 household allocations against 2015 allocations. This process allowed the project team to determine areas where household growth had occurred between the 2010 and 2015 base models. Figure 1 and Table 4 show these comparisons. The project team vetted these distributions both with Metro COG's Transportation Technical Committee (TTC) and with local units of government individually. There was consensus on the validity of the 2015 allocated households.

Figure 1: Housing Permits 2014-2015



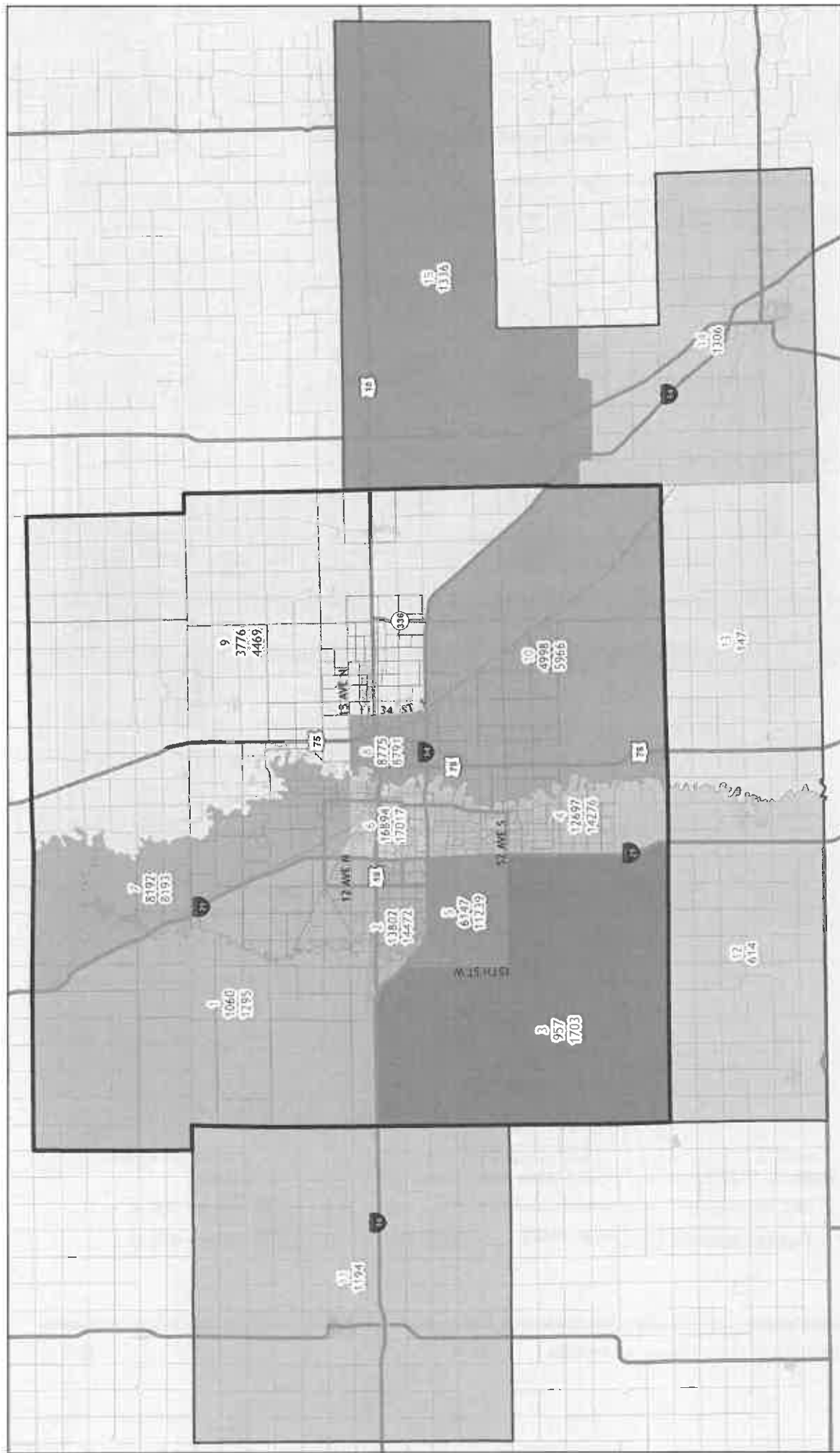


Figure 2: Total Households Comparison For Aggregated TAZs

Old MPA Boundary

FW Metro COG Planning Area

Total Households by Aggregated TAZ

ID Number

2010 Households

2015 Households

Table 4: Comparison in Allocated HHs between 2010 and 2015 at the Aggregated TAZ Level

TAZ Group ID	2010	2015 (ACS + Infogroup + 2014-2015 permit data)
Old MPA Area		
1	1,060	1,295
2	13,802	14,472
3	957	1,703
4	12,697	14,276
5	6,147	11,239
6	16,894	17,017
7	8,192	8,193
8	8,775	8,791
9	3,776	4,469
10	4,998	5,966
Subtotal - Old MPA	77,298	87,421
New MPA Area		
11	NA	1,194
12	NA	614
13	NA	147
14	NA	1,306
15	NA	1,336
Subtotal - New MPA	77,298	92,018
2015 Estimate (New MPA)		90,210

Jobs

The project team worked in detail with the 2015 InfoGroup USA employment data. As has been historically the case, there were several logistical problems with the data. Through a series of exercises, the project team managed to refine and develop a final allocation of the jobs for 2015. The final allocation of jobs at the TAZ level involved a detailed evaluation approach which included combing through InfoGroup USA point data, identifying issues with the data and finally geocoding the points themselves.

After performing quality control checks on employment data allocated to TAZs provided by ATAC, a few TAZs were called into question. Some clearly had too many jobs assigned while some have zero jobs but could actually have some. All TAZs were sorted by 2015 employment size.

Next, the top 100 largest employment TAZs were inspected to see if aerial imagery and general knowledge of the area matched up with employment numbers received. Of these 100, four were believed to have inflated employment numbers. Much of this is likely due to Infogroup USA point data being incorrectly geocoded. For example, a Walmart among single family homes in TAZ 223.

After finding TAZs with too much employment, TAZs with 0 employment were looked at. There were too many to look at each individually and compare. A few were selected that appear to be in already developed areas. Three TAZs were identified with having too little employment. However, this may be due to temporal issues: new employment that started *after* the 2015 data collection date.

InfoGroup USA jobs data were often misplaced throughout the area with several areas of coincident points creating large erroneous accumulations of jobs. Much of this was due to incomplete address information for jobs points leading them to be placed at zip code centroids and the like. Jobs data were summed by TAZ and spot checked compared to 2010 values to check for validity. Several TAZs differed greatly from 2010 values as can be seen in Table 5.

Table 5: Select Example of Suspect Job Number TAZs

TAZ ID	2010 Jobs	2015 Jobs
60 (NDSU between University and 18th St)	2,500	938
707 (NDSU west of 18th St N)	NA	1,636
185 (13th Avenue & 25th Street South)	881	8,924
209 (13th Ave Walmart, Lowes)	1,450	2,382
223 (WF residential neighborhood – 13th Ave & 8th St SW)	51	1,456

After reviewing problem TAZs, it was decided to reallocate the InfoGroup USA points by geocoding them with the metro area street network. This process correctly placed most points and eliminated or simply did not place many points with insufficient address information, e.g. a PO Box address. Points which could not be geocoded were placed manually when it could be done with confidence. Some points that had been placed within the metro area erroneously were removed but likely some jobs were lost due to inability to place. Data points with larger numbers of employees were given priority in this process.

Data from Metro COG’s 2010 TDM was used to review and cross check the allocations for 2015. Since much work had been done to prepare the 2010 TDM, it was assumed that most of the values allocated to TAZs in that process would be accurate in 2015 (in areas which had seen little to no growth). However, in some areas the 2015 allocation was significantly lower than the 2010 value. With caution, some TAZs which had been over allocated in 2010 were corrected in 2015.

Given the initial variability between the 2010 jobs data and the 2015 jobs data, the LEHD Origin-Destination Employment Statistics (LODES) data was aggregated at the TAZ level to assist with a triangulation of a more accurate jobs estimate for each TAZ. While LODES data functioned as a convenient check against InfoGroup USA data as it is also in point format, the LODES numbers also seemed inaccurate and in certain places likely undercounted or overcounted. This was likely due to the structure and collection of LODES data. In some instances, several “satellite” workplaces would be counted at the central office for an entity/business. As such, LODES data was not used further for the allocation of jobs to TAZs. Similar to the final review process for householders, TAZs were aggregated into larger geographic units for purposes of comparison between 2010 and 2015. The results can be seen in **Error! Reference source not found.** and Table 6.

Table 6: Comparison in Allocated Jobs between 2010 and 2015 at the Aggregated TAZ Level

TAZ Group ID	2010	2015 (InfoGroup)
Old MPA Area		
1	7,582	9,430
2	26,018	28,560
3	764	978
4	10,348	11,116
5	5,502	9,200
6	42,307	32,612
7	10,413	13,361
8	11,478	11,763
9	2,797	3,195
10	2,487	3,346
Subtotal – Old MPA	119,696	123,561
New MPA Area		
11	NA	1,014
12	NA	579
13	NA	64
14	NA	947
15	NA	1,105
Subtotal – New MPA	119,696	127,270
2015 Estimate (New MPA)		147,508

Details of Demographic Data at the TAZ Level

Once forecasted population, households and employment were developed, refined and approved for 2015, 2025 and 2045 they were presented to Metro COG's TTC for review prior to meeting individually with local units of governments to start the allocation process. The forecasted household and jobs data is used to allocate growth within each TAZ for year 2025 and 2045 to support the update of Metro COG's next LRTP.

The following data inputs are included:

- » *Employment*: Total employment is broken down into seven categories:
 - Retail, Service, Manufacturing, Construction, Wholesale, Education and Agriculture.
- » *Population & Households*: Household characteristics, such as type and size. Total households are broken down into both single-family and multi-family and 1-person, 2-person, 3-person and 4 or more person households. Other characteristics requested by to be included by ATAC such as household income and auto ownership were determined to be too difficult to allocate for projection years of 2025 and 2045.
- » *School Enrollment* - Elementary, Middle School and High School Enrollment.

YEAR 2025 & 2045 TAZ ALLOCATIONS

Background

A critical element of transitioning from the Demographic Forecast Study to the TDM development process is the allocation of projected employment and households to TAZ. TAZs were allocated growth based on demographic forecasts for each city or jurisdiction for year 2025 and 2045. Table 7 and Table 8 show growth by city/jurisdiction from 2015 to 2025 and 2045.

Table 7: Household Growth by Jurisdiction - Base 2015 to 2025 and 2045

Jurisdiction	Base 2015	Forecast 2025	Growth 2015-2025	Forecast 2045	Growth 2025-2045
Cass County					
Fargo	52,324	60,260	7,936	73,530	13,270
West Fargo	12,971	13,950	979	15,840	1,890
Casselton	975	950	-25	1,150	200
Horace	956	2,710	1,754	3,520	810
Balance of MPA Cass	2,779	3,150	371	3,290	140
Subtotal	70,004	81,020	11,016	97,330	16,310
Clay County					
Moorhead	15,969	19,190	3,221	23,810	4,620
Dilworth	1,661	2,150	489	2,630	480
Barnesville	1,064	1,190	126	1,570	380
Hawley	851	970	119	1,140	170
Balance of MPA Clay	2,470	2,300	-170	2,460	160
Subtotal	22,015	25,800	3,785	31,610	5,810
MPA Total	92,018	106,820	14,802	128,940	22,120

Table 8: Job Growth by Jurisdiction - Base 2015 to 2025 and 2045

Jurisdiction	Base 2015	Forecast 2025	Growth 2015-2025	Forecast 2045	Growth 2025-2045
Cass County					
Fargo	91,647	105,125	13,478	132,825	27,699
West Fargo	11,599	13,310	1,711	16,828	3,518
Casselton	900	1,036	136	1,317	280
Horace	365	407	42	492	86
Balance of MPA Cass	2,164	2,469	305	3,114	645
Subtotal	106,675	122,346	15,671	154,576	32,230
Clay County					
Moorhead	16,036	18,267	2,231	22,856	4,589
Dilworth	1,252	1,399	147	1,701	302
Barnesville	819	931	112	1,162	231
Hawley	973	1,117	144	1,414	297
Balance of MPA Clay	1,340	1,558	218	2,006	448
Subtotal	20,420	23,273	2,853	29,140	5,867
MPA Total	127,095	145,619	18,524	183,715	38,096

Methods for Allocation of Projected 2025 and 2045 Growth

The first step in starting the allocation of 2025 and 2045 employment and household growth TAZs was a review of the inputs allocation process for 2020 and 2040. While there is a change and variation between each projection year (2020 to 2025 and 2040 to 2045), these existing 2020 and 2040 allocations were used to understand former geographic distributions to try and utilize and build upon past assumptions that had been thoroughly vetted in 2013.

For jobs, the initial step in calculating and distributing growth from 2015 to 2025 and 2045 was to calculate the proportion of jobs to working age population in 2015. This proportion was then applied to the 2025 and 2045 working age populations respectively to obtain total jobs for 2025 and 2045. The difference in total number of jobs from 2015 to 2025 was added to the 2015 InfoGroup USA (base year) employment data and distributed into TAZs based on the discussions with local government staff on the location of short term future employment growth. Similarly, the difference in total number of jobs from 2025 to 2045 was added to the 2025 estimated employment and distributed into TAZs based on the discussions with local government staff on the location of long term future employment growth.

The project team met with all the major political jurisdictions to gather additional guidance on allocating the 2025 and 2045 job and household projections to TAZs. For smaller communities within Metro COG MPA, the project team utilized working meetings with planning staff from Cass and Clay County. Of note, the project team had met on three occasions with the City of Horace in later stages of the demographic forecast update, and those meetings provided clear guidance on allocations to cover growth for the City of Horace.

As guidance from local units of government (discussed below) were gathered and processed, new growth assumptions for 2025 and 2045 were developed to assist with the guiding the allocation of jobs and households to TAZs. In all cases, the project team consulted directly with key staff from local units of government to assist with allocating projected growth to assist with allocation of projected growth in households and jobs. Those situations in which a more nuanced allocation process was developed for 2025 and 2045 are discussed below.

Moorhead

The City of Moorhead felt a focus was needed in the 2025 and 2045 allocations to reflect new investment in downtown and to reflect recent growth area planning and infrastructure master planning completed by the city. Therefore, Moorhead provided the following overall guidance to assist with assigning growth to 2025 and 2045.

- » Downtown Infill
 - Grow downtown core households and jobs by five percent to 2025 and another five percent to 2045.
 - Grow neighborhoods (TAZs) which buffer downtown by five percent to 2045.
- » New Growth Areas to 2025
 - Assume 80 percent of 2025 growth within existing city limits.
 - Assume 20 percent beyond existing city limits.

- Generally, follow the distributions from the 2020 TDM.
- » New Growth Areas to 2045
 - Assume 100 percent of new growth outside existing city limits in predefined growth areas per recent growth area planning and infrastructure staging concepts.
 - Generally, follow the distributions from the 2040 TDM.

Fargo

The City of Fargo was most interested in making sure the 2025 and 2045 allocations reflect two critical issues facing the City of Fargo: 1) continued and expanded infill within the downtown and adjacent neighborhoods and 2) constricted new geographic growth to 2025 based on flood protection and infrastructure limitations. Therefore, the City of Fargo provided the following overall guidance to assist with the assigning growth to 2025 and 2045:

- » Downtown Infill
 - Grow downtown TAZs for both jobs and households by 50 percent beyond previously projected 2020 and 2040 assumptions, which results in the following growth:
 - 130 percent growth in households 2015 to 2045.
 - 93 percent growth in jobs 2015 to 2045.
- » Growth in midtown or neighborhoods adjacent to Downtown (12th Avenue North to I-94 and 25th Street to Red River)
 - Grow TAZs buffering downtown by five percent for innermost and three percent for outer TAZs for both households and jobs.
- » NDSU/Roosevelt Neighborhood
 - Base year (2015) allocations were updated and refined to reflect current development trends in these areas (i.e. TAZ 64, 65, 94 and 96).
- » Infill north of 52nd Ave S
 - Add jobs and/or households where appropriate for future development/plats to reflect increased infill demand based on growth limitations south of 52nd Avenue.
 - Grow other infill TAZs until they have met previous 2020 growth forecasts.
 - TAZs which have already surpassed 2020 model will be kept at 2015 numbers and will be considered “full” so as not to create job or household loss (except downtown, see above).
- » New Growth Areas
 - Grow areas designated as Growth Tier I, II, and III from the Southwest Metro Transportation Plan with remaining households and jobs balancing growth between 2025 and 2045.
 - Allocations of new growth reflected revised assumptions on future municipal infrastructure expansion and imminent or pending flood protection efforts.
 - 2020 growth assumptions from the Southwest Metro Transportation Plan closely matched updated assumptions for 2025; and 2040 assumptions closely matched assumptions for 2045 (less additional growth in downtown and midtown areas).

West Fargo

As with the completed 2020 and 2040 assumptions for TAZ distributions, West Fargo was assumed to be built out prior to the 2045, likely closer to 2025 or 2030. The City of West Fargo provided TAZ by TAZ estimates of projected remaining infill of existing developing TAZs. These projections were directly input into the 2025 and 2045 TAZs. A few nuances considered when smoothing the West Fargo growth assumptions area as follows:

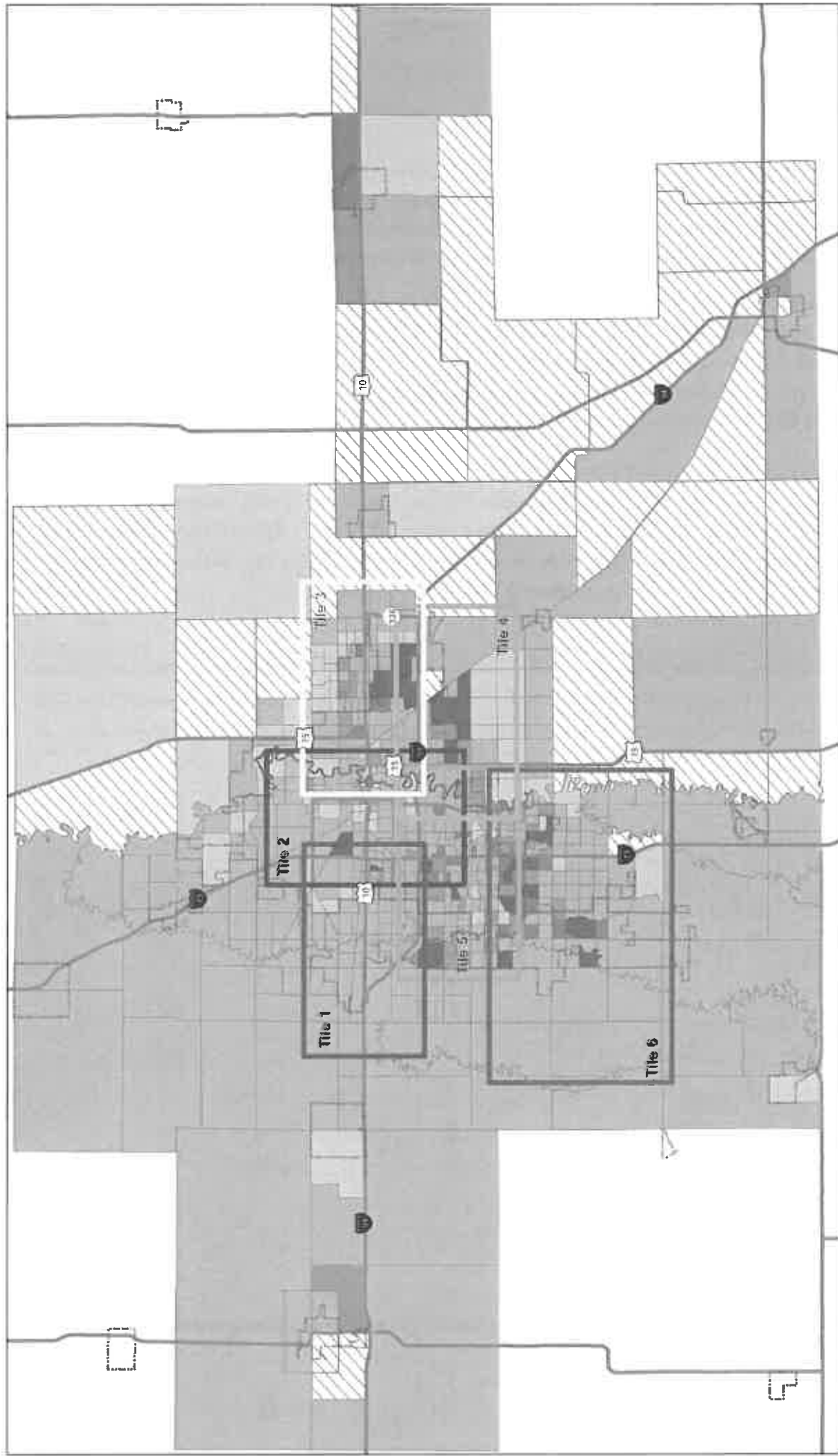
- » Growth assumptions from the Sheyenne Street Corridor Study (both phases) were reviewed in detail to ensure linkages between growth assumptions and variations were directly input into the 2025 and 2045 TAZ data assigned for West Fargo.
- » Recent and projected infill based on new developments in downtown were evaluated and factored into both 2025 and 2045 assumptions.

Other Communities & Jurisdictions

Through meetings with local staff, the project team received guidance or specific allocations to accurately allocate projected 2025 and 2045 growth to TAZs in Metro COG's MPA. Because the guidance for this process was somewhat rote, the specific details are not included herein. Those assumptions are reflected in the corresponding figures showing TAZ growth to 2025 and 2045.

Geographic Allocations

The following series of figures and tables demonstrate the final allocation of jobs and households to TAZ's for 2025 and 2045. Each Table shows the total amount of new growth allocated to each TAZ between 2015 to 2025 and then 2015 to 2045. Figures demonstrate total change in jobs and households by TAZ between 2015 and 2045.



MPA

Household Change 2015-2045

Loss/Revision

Gain 1 - 25
Gain 26 - 100
Gain 101 - 200
Gain 301 or more

City Limits

No Change





Tile 1

Household Change 2015-2045

Loss/Revision

Gain 1 - 25

26 - 100

101 - 200

301 or more

City Limits

No Change



0 0.5 1 Miles



Tile 2

Household Change 2015-2045

Loss/Revision

Gain 1 - 25 101 - 200 301 or more City Limits

26 - 100 201 - 300 No Change



0 0.5 1 Miles

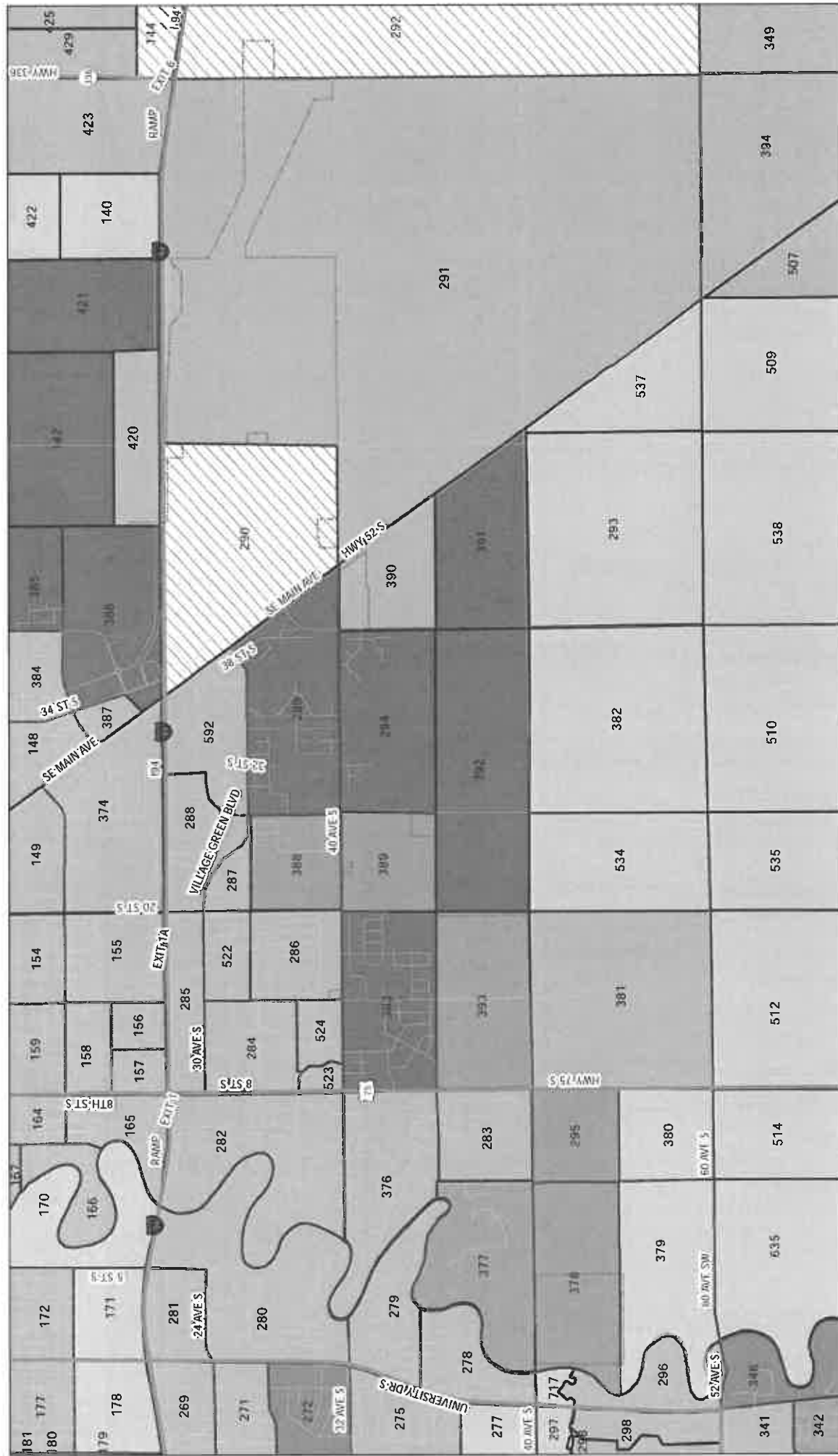


Tile 3

Household Change 2015-2045

- Gain 1 - 25
- 26 - 100
- 101 - 200
- 201 - 300
- 301 or more
- City Limits
- No Change
- Loss/Revision





Tile 4

Household Change 2015-2045

Loss/Revision

Gain 1 - 25
26 - 100
101 - 200
201 - 300
301 or more

City Limits

No Change



0 0.5 1 Miles



Title 5

Household Change 2015-2045

Loss/Revision

Gain 1 - 25

101 - 200

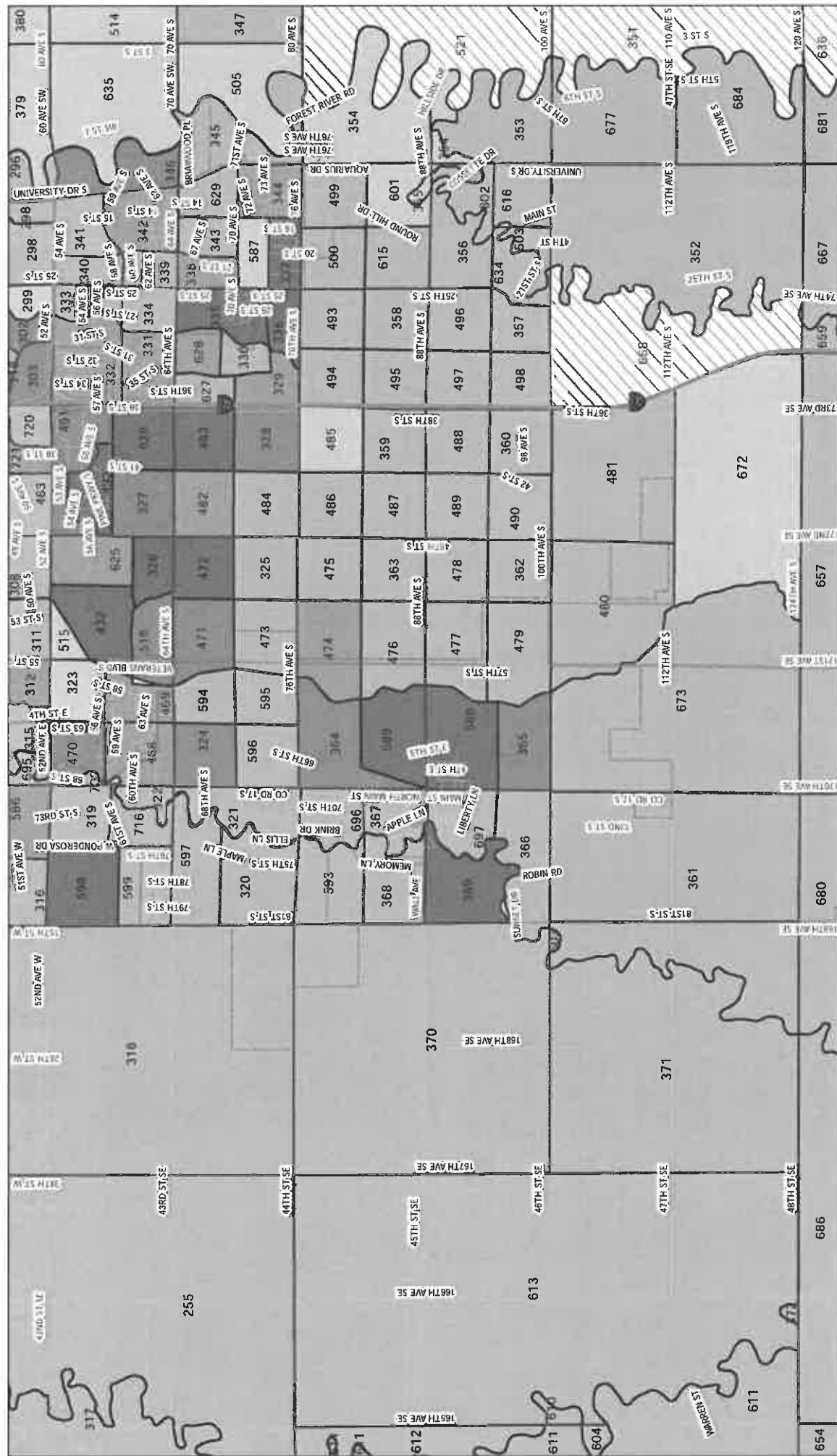
201 - 300

301 or more

City Limits

No Change





Tile 6

Household Change 2015-2045

☒ Loss/Revision ☐ 26 - 100 ☐ 201 - 300 ☐ No Change

Household Change 2015-2045

 Loss/Revision 26 - 100

Household Change 2015-2045

Loss/Revision 26 - 100 201 - 300

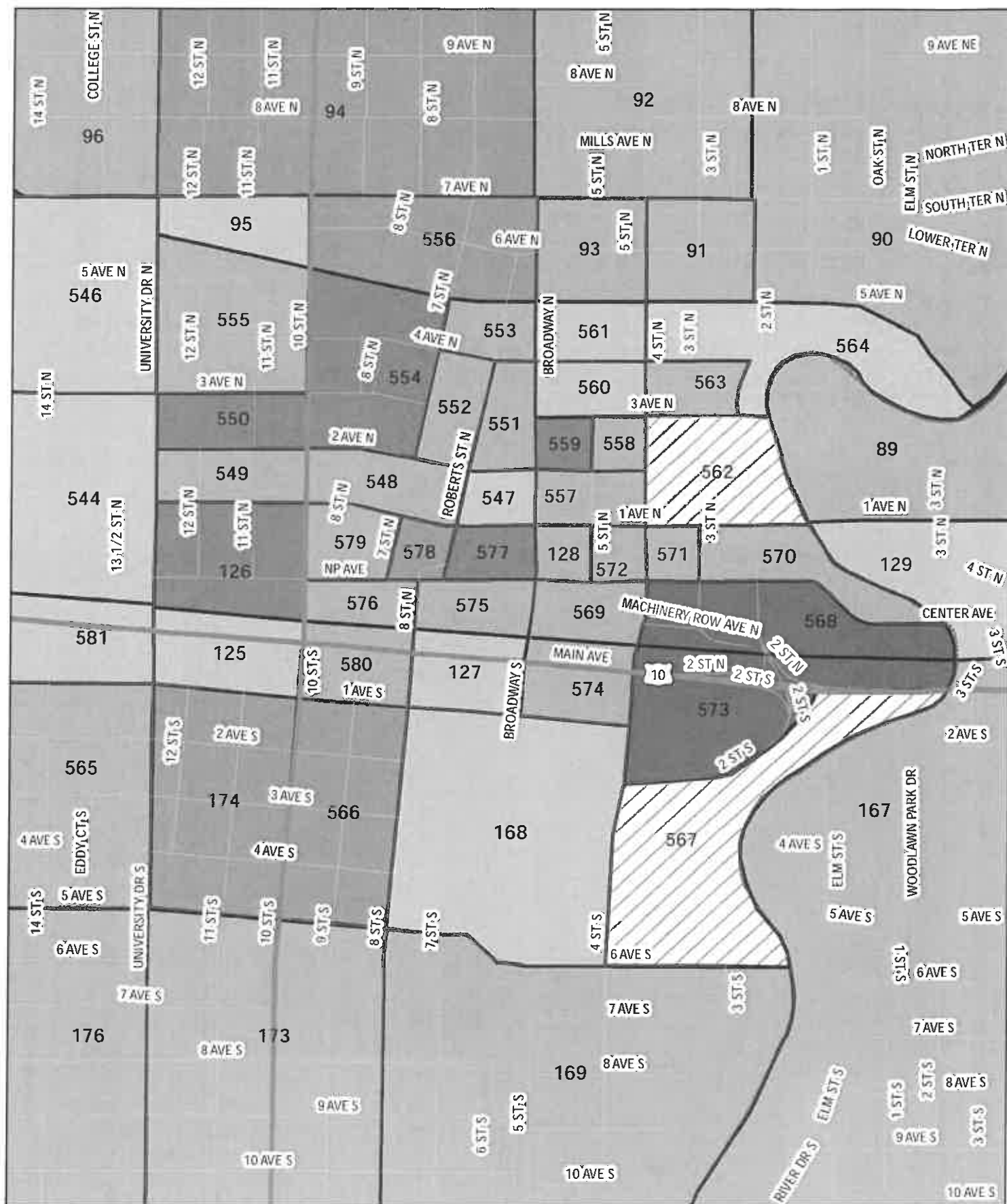
Household Change 2015-2045

 Loss/Revision
  26 - 100
  201 - 300
  No Change

Household Change 2015-2045



Response	Percentage
Good job	65%
Not a good job	35%



Downtown

Household Change 2015-2045

Loss/Revision

Gain 1 - 25

26 - 100

101 - 200

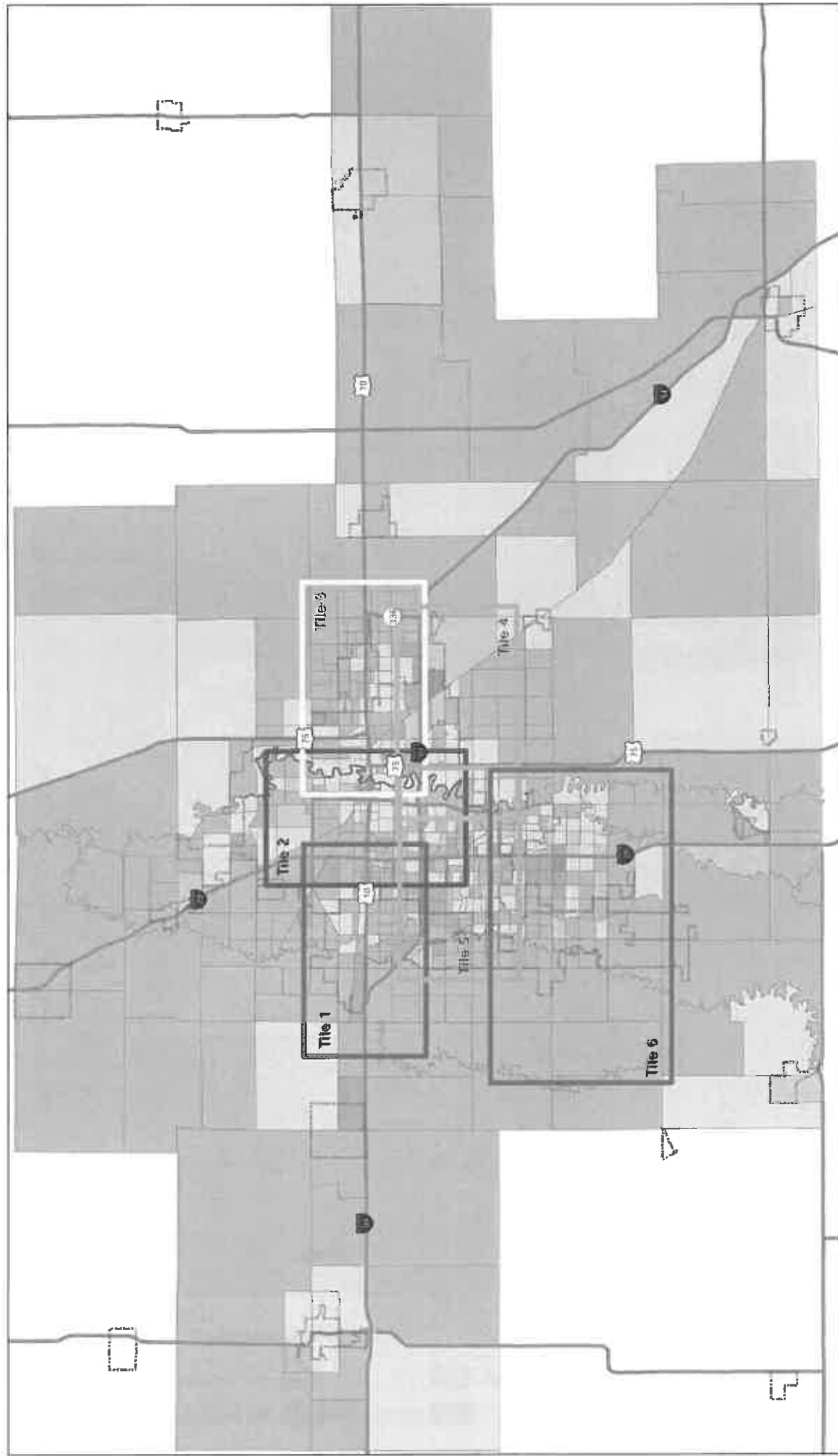
201 - 300

301 or more

No Change

City Limits





MPA

Job Change 2015-2045

Loss/Revision

Gain 1 - 100

101 - 200

201 - 350

351 - 1000

1001 or more

No Change

City Limits

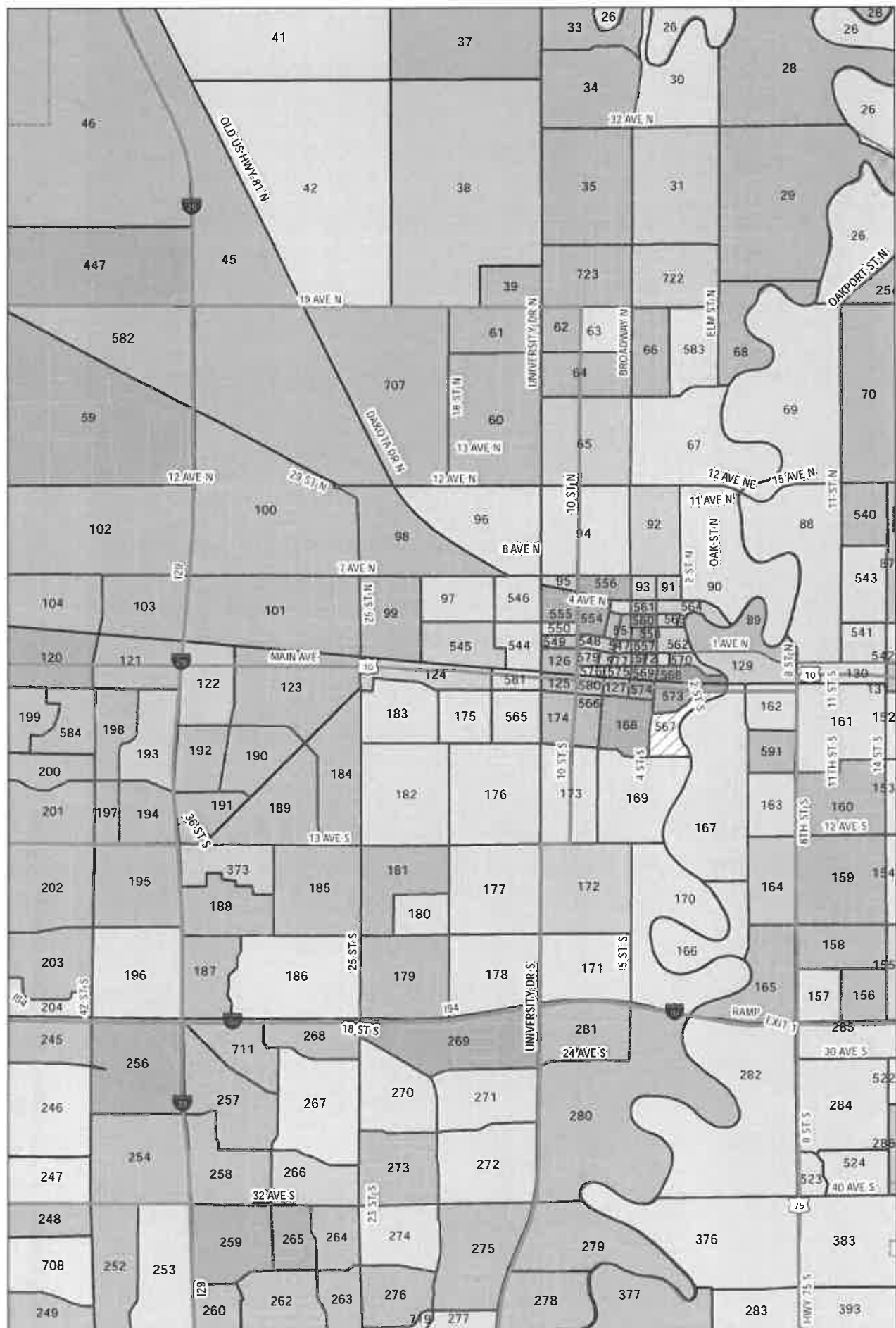




Tile 1

Job Change 2015-2045

	Gain 1 - 100		101 - 200		201 - 350		351 - 1000		1001 or more		City Limits
	Loss/Revision										

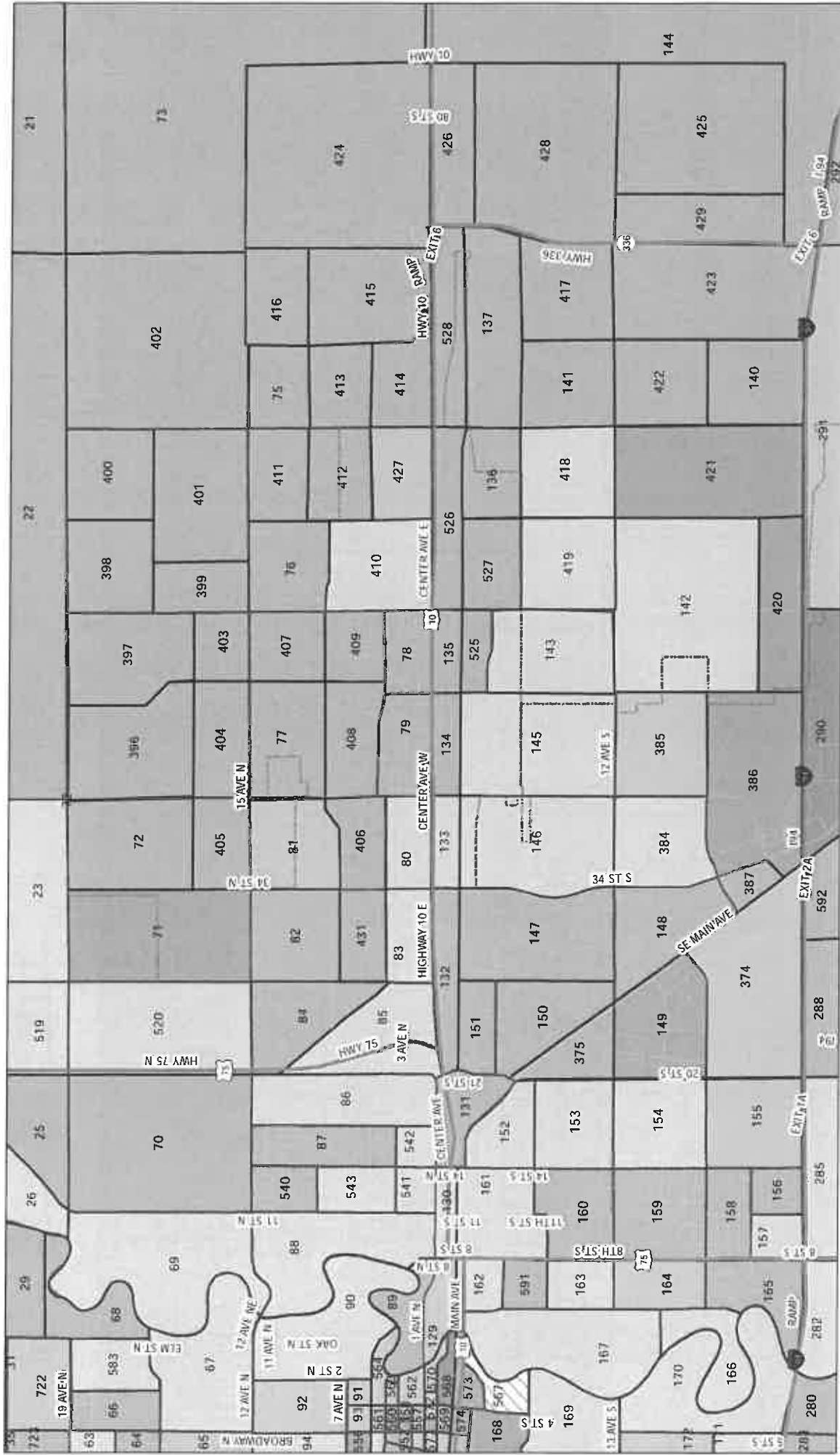


Tile 2

Job Change 2015-2045

Gain 1 - 100	201 - 350	1001 or more	City Limits
Loss/Revision	101 - 200	351 - 1000	No Change



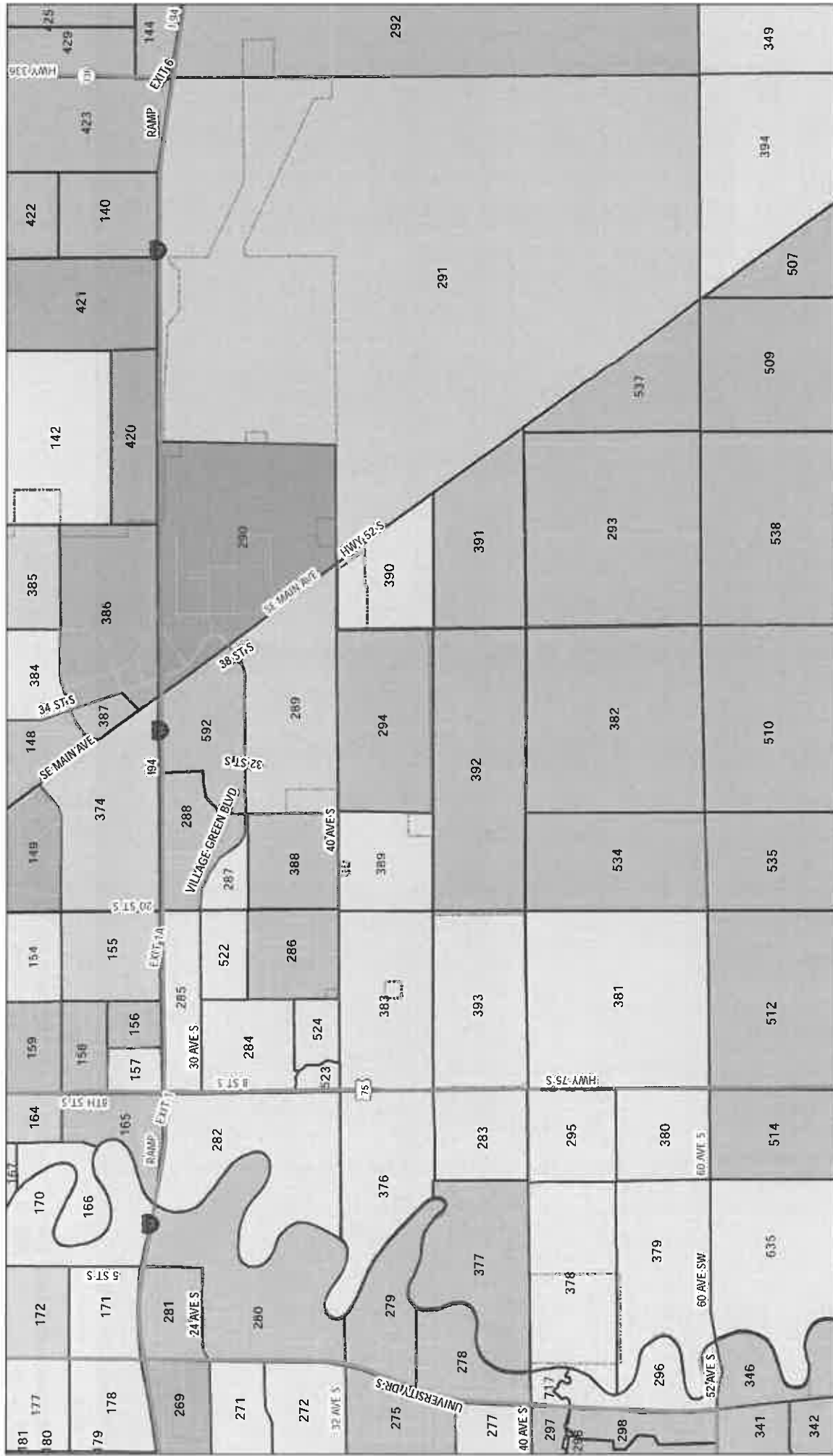


Tile 3

Job Change 2015-2045

<input type="checkbox"/>	Gain 1 - 100	<input type="checkbox"/>	201 - 350	<input type="checkbox"/>	1001 or more	<input type="checkbox"/>	City Limits
<input checked="" type="checkbox"/>	Loss/Revision	<input type="checkbox"/>	101 - 200	<input type="checkbox"/>	351 - 1000	<input type="checkbox"/>	No Change





Tile 4

Job Change 2015-2045

- Gain 1 - 100
- 101 - 200
- 201 - 350
- 351 - 1000
- 1001 or more
- City Limits
- Loss/Revision
- No Change

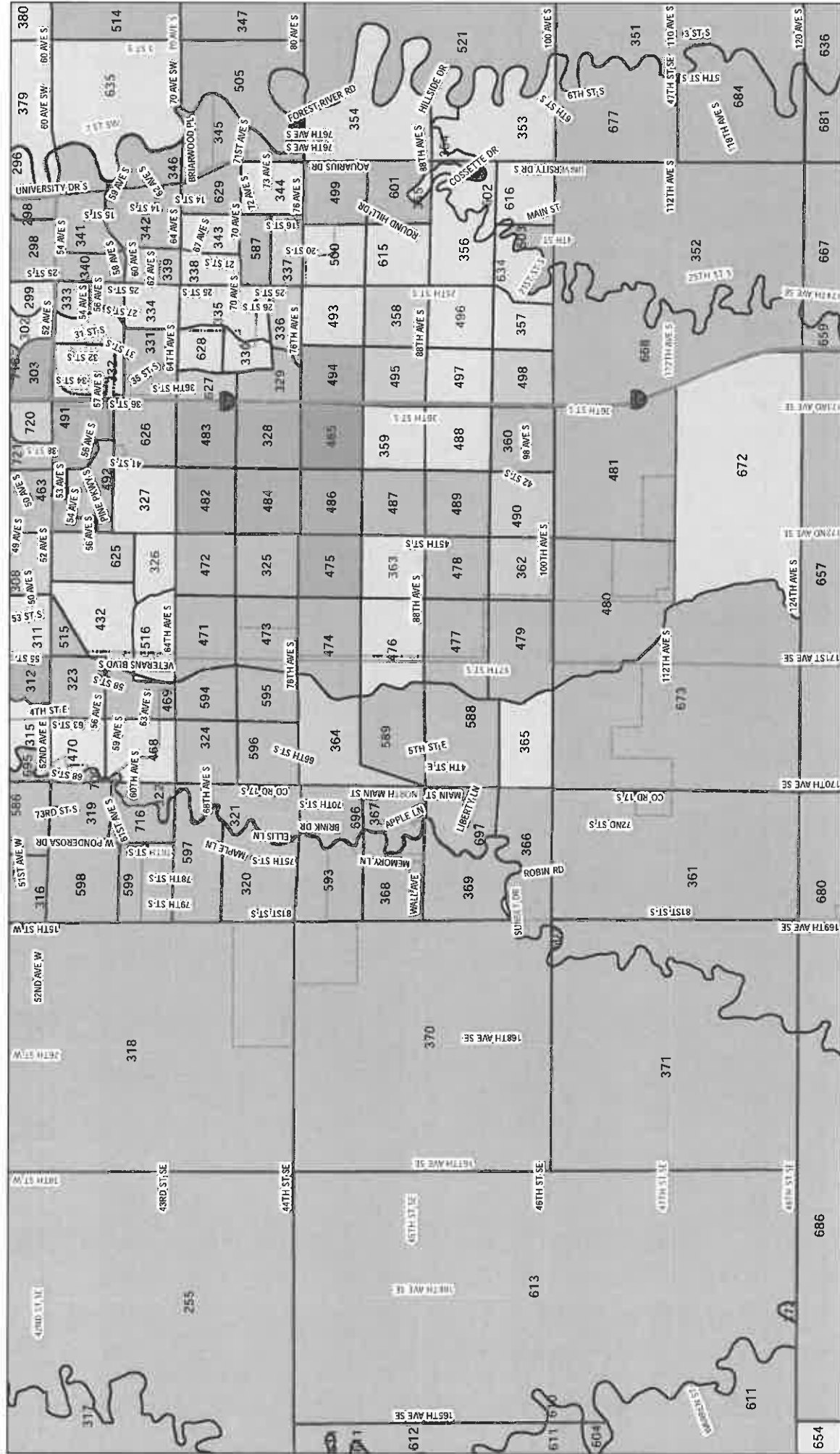




Tile 5

Job Change 2015-2045 ☐ Gain 1 - 100 ☐ 201 - 350 ☐ 1001 or more ☐ City Limits
☒ Loss/Revision ☐ 101 - 200 ☐ 351 - 1000 ☐ No Change

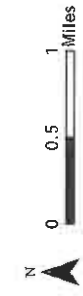


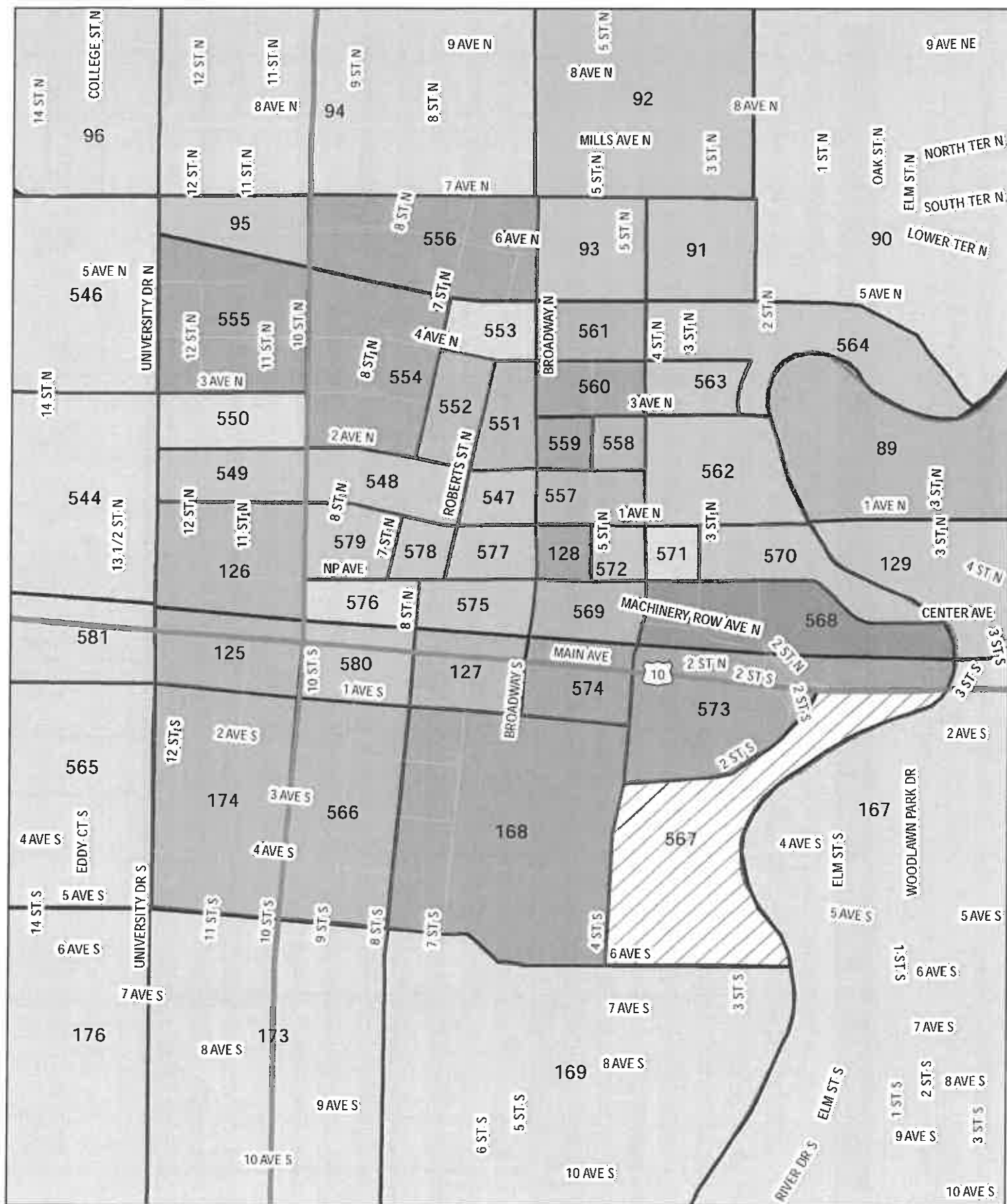


Tile 6

Job Change 2015-2045

- Gain 1 - 100
- Gain 101 - 200
- Gain 201 - 350
- Gain 1001 or more
- Loss/Revision
- No Change





Downtown

Job Change 2015-2045

Loss/Revision

Gain 1 - 100

101 - 200

201 - 350

351 - 1000

1001 or more

No Change

City Limits

N



Summary Tables

TAR	Current Jurisdiction	Future Jurisdiction	HH 2013	Jobs 2013	Added HH by Year			Added Jobs by Year			Total HHs/HHs by Year			Total Jobs by Year			Acres	County
					HH added 15-25	HH added 25-35	HH added 35-45	Jobs added 15-25	Jobs added 25-35	Jobs added 35-45	2023	2024	2025	2023	2024	2025		
1	Argusville	Argusville	111	14	0	0	0	0	0	0	111	111	14	14	14	14	1573.9	Cass
2	Argusville	Argusville	1	0	0	0	0	0	0	0	1	1	0	0	0	0	2329.1	Cass
3	Argusville	Argusville	64	4	0	0	0	0	0	0	64	64	4	4	4	4	854.7	Cass
345	Brianwood	Brianwood	23	18	6	55	61	0	0	0	29	84	18	18	18	18	295.3	Cass
4	Cass	Cass	53	2	0	0	0	0	0	0	53	53	2	2	2	2	8485.1	Cass
10	Cass	Cass	46	43	0	0	0	0	0	0	46	46	43	43	43	43	5997.0	Cass
11	Cass	Cass	36	27	0	0	0	0	0	0	36	36	27	27	27	27	8736.3	Cass
12	Cass	Cass	22	45	0	0	0	0	0	0	22	22	45	45	45	45	5147.1	Cass
13	Cass	Cass	23	6	0	0	0	0	0	0	23	23	6	6	6	6	2582.9	Cass
14	Cass	Cass	8	0	0	0	0	0	0	0	8	8	0	0	0	0	914.6	Cass
15	Cass	Cass	27	15	0	0	0	0	0	0	27	27	15	15	15	15	1003.0	Cass
44	Cass	Cass	1	76	0	0	0	0	0	0	1	1	76	76	76	76	388.4	Cass
48	Cass	Cass	1	0	0	0	0	0	0	0	1	1	0	0	0	0	433.8	Cass
49	Cass	Cass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	322.4	Cass
50	Cass	Cass	9	3	0	0	0	0	0	0	9	9	3	3	3	3	637.4	Cass
51	Cass	Cass	7	1	0	0	0	0	0	0	7	7	1	1	1	1	1942.1	Cass
227	Cass	Cass	0	106	0	0	0	0	0	0	0	0	0	106	106	106	170.1	Cass
228	Cass	Cass	1	0	0	0	0	0	0	0	1	1	0	0	0	0	6.2	Cass
229	Cass	Cass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.3	Cass
236	Cass	Cass	8	2	0	0	0	0	0	0	8	8	2	2	2	2	3211.3	Cass
243	Cass	Cass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	931.9	Cass
255	Cass	Cass	3	10	0	0	0	0	0	0	3	3	10	10	10	10	3667.3	Cass
317	Cass	Cass	10	2	0	0	0	0	0	0	10	10	2	2	2	2	3997.1	Cass
352	Cass	Cass	8	1	0	0	0	0	0	0	8	8	1	1	1	1	1378.5	Cass
371	Cass	Cass	4	0	0	0	0	0	0	0	4	4	0	0	0	0	1956.0	Cass
372	Cass	Cass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10.6	Cass
430	Cass	Cass	11	9	0	0	0	0	0	0	11	11	9	9	9	9	2767.6	Cass
433	Cass	Cass	1	0	0	0	0	0	0	0	1	1	0	0	0	0	662.4	Cass
434	Cass	Cass	6	0	0	0	0	0	0	0	6	6	0	0	0	0	1314.2	Cass
435	Cass	Cass	1	0	0	0	0	0	0	0	1	1	0	0	0	0	417.2	Cass
437	Cass	Cass	24	1	0	0	0	0	0	0	24	24	1	1	1	1	450.5	Cass
438	Cass	Cass	9	7	0	0	0	0	0	0	9	9	7	7	7	7	341.6	Cass
439	Cass	Cass	22	153	0	0	0	0	0	0	22	22	153	153	153	153	861.9	Cass
440	Cass	Cass	5	0	0	0	0	0	0	0	5	5	0	0	0	0	652.0	Cass
442	Cass	Cass	6	2	0	0	0	0	0	0	6	6	2	2	2	2	267.1	Cass
443	Cass	Cass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	119.6	Cass
444	Cass	Cass	1	5	0	0	0	0	0	0	1	1	5	5	5	5	369.4	Cass
450	Cass	Cass	10	10	0	0	0	0	0	0	10	10	10	10	10	10	659.5	Cass
451	Cass	Cass	2	0	0	0	0	0	0	0	2	2	0	0	0	0	633.4	Cass
453	Cass	Cass	1	1	0	0	0	0	0	0	1	1	1	1	1	1	635.6	Cass

FAZ	Current Jurisdiction	Future Jurisdiction	HH 2015	HH added 15-25	Housed HH by Year			Jobs added 15-25			Aging Jobs by Year			Total Housing Units by Year			Aging	County
					HH added 15-25	HH added 25-45	HH added 45-65	Jobs added 15-25	Jobs added 25-45	Jobs added 45-65	Jobs added 15-25	Jobs added 25-45	Jobs added 45-65	2025	2045	2065		
326	Cass	Fargo	0	0	0	411	411	0	0	0	0	0	0	411	0	0	105.8	Cass
327	Cass	Fargo	0	0	26	273	300	0	0	0	26	0	0	300	0	0	169.3	Cass
328	Cass	Fargo	0	5	26	266	291	10	399	409	26	15	414	292	15	414	177.2	Cass
329	Cass	Fargo	0	0	12	122	134	8	338	346	12	8	346	134	8	346	103.8	Cass
330	Cass	Fargo	0	0	6	62	68	0	0	0	6	0	0	68	0	0	67.4	Cass
336	Cass	Fargo	0	0	35	359	394	3	132	135	35	3	135	394	3	135	89.1	Cass
353	Cass	Fargo	0	0	0	0	0	0	1	1	0	0	0	0	0	1	338.1	Cass
354	Cass	Fargo	31	11	0	19	19	0	0	0	31	11	11	50	11	11	503.7	Cass
355	Cass	Fargo	0	0	0	2	2	0	0	0	0	2	0	2	0	0	15.2	Cass
356	Cass	Fargo	3	0	0	0	0	0	2	2	3	0	2	3	0	2	197.7	Cass
357	Cass	Fargo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	127.4	Cass
358	Cass	Fargo	6	0	0	45	45	0	169	169	6	51	0	51	0	169	157.3	Cass
359	Cass	Fargo	0	0	0	44	44	0	92	92	0	44	0	44	0	92	160.3	Cass
360	Cass	Fargo	0	0	0	0	0	0	270	270	0	0	0	0	0	270	169.6	Cass
362	Cass	Fargo	0	0	0	0	0	0	0	120	0	0	0	0	0	120	167.8	Cass
363	Cass	Fargo	1	0	0	75	75	0	1	1	1	1	0	76	0	1	159.7	Cass
432	Cass	Fargo	0	0	0	387	387	0	77	77	0	387	0	387	0	77	212.6	Cass
475	Cass	Fargo	0	10	0	61	61	0	371	371	0	61	10	61	10	381	163.6	Cass
478	Cass	Fargo	0	0	16	0	0	0	0	0	0	0	0	0	0	0	160.8	Cass
482	Cass	Fargo	0	0	77	168	184	11	435	446	16	184	11	446	11	446	163.9	Cass
483	Cass	Fargo	0	0	77	799	876	9	378	387	77	876	9	387	9	387	165.2	Cass
484	Cass	Fargo	0	0	0	50	50	0	524	524	0	50	0	50	0	524	176.5	Cass
485	Cass	Fargo	0	0	0	17	17	0	1076	1076	0	17	0	1076	0	1076	167.7	Cass
486	Cass	Fargo	3	3	0	89	89	0	621	621	3	92	3	92	3	624	166.2	Cass
487	Cass	Fargo	1	0	0	100	100	0	0	0	1	101	0	0	0	0	166.8	Cass
488	Cass	Fargo	0	0	0	0	0	0	64	64	0	0	0	0	0	64	169.5	Cass
489	Cass	Fargo	2	3	0	0	0	0	0	0	2	2	3	3	3	170.5	Cass	
490	Cass	Fargo	0	0	0	0	0	0	140	140	0	0	0	0	0	140	174.1	Cass
493	Cass	Fargo	0	0	0	90	90	0	74	74	0	90	0	90	0	74	155.1	Cass
494	Cass	Fargo	0	0	0	60	60	0	368	368	0	60	0	60	0	368	149.4	Cass
495	Cass	Fargo	0	0	0	50	50	0	131	131	0	50	0	50	0	131	148.2	Cass
496	Cass	Fargo	0	0	0	0	0	0	17	17	0	0	0	0	0	17	163.5	Cass
497	Cass	Fargo	0	0	0	0	0	0	100	100	0	0	0	0	0	100	153.2	Cass
498	Cass	Fargo	0	0	0	0	0	0	160	160	0	0	0	0	0	160	144.2	Cass
499	Cass	Fargo	50	16	0	33	33	0	0	0	50	83	16	83	16	16	164.5	Cass
503	Cass	Fargo	4	14	0	0	0	0	0	0	4	4	14	4	14	14	71.8	Cass
516	Cass	Fargo	0	0	0	212	212	0	0	0	0	0	0	212	0	0	142.9	Cass
601	Cass	Fargo	25	6	0	14	14	0	0	0	25	39	6	39	6	6	148.0	Cass
602	Cass	Fargo	12	1	0	0	0	0	1	1	12	12	1	12	1	2	104.3	Cass
615	Cass	Fargo	0	0	0	44	44	0	0	0	0	44	0	44	0	0	159.2	Cass
616	Cass	Fargo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	150.9	Cass
625	Cass	Fargo	0	0	0	146	146	0	124	124	0	146	0	146	0	124	166.8	Cass
626	Cass	Fargo	0	0	40	416	456	6	248	254	40	456	6	456	6	254	166.7	Cass

TAX	Current Jurisdiction	HH 2015	Jobs 2015	Added HH by Year			Added Jobs by Year			Total Households by Year			Total Jobs by Year			Ages	Capit
				HH added 15-25	HH added 25-45	HH added 45+	Jobs added 15-25	Jobs added 25-45	Jobs added 45+	2015	2045	2045	2015	2045	2045		
627	Cass	0	0	7	74	81	4	168	172	7	81	4	172	81	172	74.5	Cass
628	Cass	0	0	12	122	134	0	13	13	12	134	0	13	134	13	84.1	Cass
634	Cass	1	0	0	0	0	0	4	4	1	1	0	4	1	4	110.9	Cass
676	Cass	0	6	0	0	0	0	0	0	0	0	0	6	0	6	22.0	Cass
369	Cass	16	1	360	216	576	0	0	0	376	592	1	1	592	1	258.5	Cass
667	Cass	68	21	0	0	0	0	0	0	68	68	21	21	68	21	3188.0	Cass
646	Casselton	19	210	0	0	0	100	190	290	19	19	310	500	19	500	2336.9	Cass
649	Casselton	419	183	-84	16	-68	20	30	50	335	351	203	233	351	203	932.9	Cass
650	Casselton	478	270	20	24	44	16	30	46	498	522	286	316	522	286	990.3	Cass
651	Casselton	58	162	20	20	40	0	10	10	78	98	162	172	98	162	1262.6	Cass
652	Casselton	1	75	20	140	160	0	20	20	21	161	75	95	161	75	2203.4	Cass
17	Fargo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1213.3	Cass
28	Fargo	407	112	3	0	3	0	0	0	410	410	112	112	410	112	426.6	Cass
29	Fargo	632	137	0	0	0	0	0	0	632	632	137	137	632	137	398.6	Cass
30	Fargo	602	40	93	0	93	7	0	7	695	695	47	47	695	47	144.7	Cass
31	Fargo	1170	215	0	0	0	136	0	136	1170	1170	351	351	1170	351	208.9	Cass
32	Fargo	194	57	0	0	0	91	0	91	194	194	148	148	194	148	299.7	Cass
33	Fargo	325	17	0	0	0	0	0	0	325	325	17	17	325	17	140.1	Cass
34	Fargo	342	34	36	0	36	0	0	0	378	378	34	34	378	34	149.6	Cass
35	Fargo	748	688	0	0	0	0	0	0	748	748	688	688	748	688	207.3	Cass
36	Fargo	16	13	7	0	7	0	0	0	23	23	13	13	23	13	417.1	Cass
37	Fargo	1	72	0	0	0	0	0	0	1	1	72	72	1	72	446.4	Cass
38	Fargo	3	1108	0	0	0	182	0	182	3	3	1290	1290	3	1290	631.8	Cass
39	Fargo	2	784	0	0	0	0	0	0	2	2	784	784	2	784	50.8	Cass
40	Fargo	1	81	0	0	0	242	0	242	1	1	323	323	1	323	128.3	Cass
41	Fargo	3	60	0	0	0	7	0	7	3	3	67	67	3	67	683.4	Cass
42	Fargo	6	336	0	0	0	79	0	79	6	6	415	415	6	415	658.2	Cass
43	Fargo	1	178	0	0	0	259	500	759	1	1	437	937	1	437	490.8	Cass
45	Fargo	7	11	0	0	0	0	0	0	7	7	11	11	7	11	811.2	Cass
46	Fargo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	835.8	Cass
56	Fargo	0	118	0	0	0	0	0	0	0	0	118	118	0	118	168.1	Cass
57	Fargo	0	0	0	0	0	4	0	4	0	0	4	4	0	4	190.2	Cass
58	Fargo	8	1093	0	0	0	0	0	0	8	8	1093	1093	8	1093	294.4	Cass
59	Fargo	19	3369	0	0	0	86	503	589	19	19	3455	3958	19	3455	481.5	Cass
60	Fargo	57	5635	1	0	1	0	0	0	58	58	5635	5635	58	5635	244.1	Cass
61	Fargo	12	770	132	0	0	0	0	0	12	12	770	770	12	770	83.2	Cass
62	Fargo	142	250	0	0	0	0	0	0	274	274	250	250	274	250	34.1	Cass
63	Fargo	5	161	0	0	0	53	0	53	5	5	214	214	5	214	46.2	Cass
64	Fargo	330	8	0	0	0	320	0	320	330	330	328	328	330	328	78.5	Cass
65	Fargo	783	332	82	0	82	112	0	112	866	866	444	444	866	444	156.7	Cass
66	Fargo	266	77	0	0	0	0	0	0	266	266	77	77	266	77	68.0	Cass
67	Fargo	593	325	0	0	0	12	0	12	593	593	337	337	593	337	224.9	Cass
68	Fargo	43	851	1	0	1	0	0	0	44	44	851	851	44	851	96.1	Cass

TDM-34

TRAVEL DEMAND MODEL DEVELOPMENT PROCESS

TAZ	Current Jurisdiction	Future Jurisdiction	AIR 2013	Jobs 2013	Added HH by Year			Added HH by Year			Added HH by Year			Added Jobs by Year			Total Households by Year			Total Jobs by Year			Age	County
					HH added 11-29	HH added 25-45	HH added 13-15	HH added 11-29	HH added 25-45	HH added 13-15	Jobs added 11-25	Jobs added 25-45	Jobs added 15-45	2025	2045	2075	2025	2045	2075	2025	2045	2075		
90	Fargo	Fargo	433	102	22	23	44	12	0	12	454	477	114	114	225.1	Cass								
91	Fargo	Fargo	91	73	37	19	56	104	88	192	124	143	177	265	12.4	Cass								
92	Fargo	Fargo	456	1422	23	24	47	71	75	146	479	502	1493	1568	92.4	Cass								
93	Fargo	Fargo	25	232	27	8	35	0	114	114	52	60	232	346	12.6	Cass								
94	Fargo	Fargo	1156	200	58	61	118	10	11	21	1213	1274	210	221	157.7	Cass								
95	Fargo	Fargo	13	17	5	3	8	72	45	117	18	21	89	134	9.1	Cass								
96	Fargo	Fargo	891	270	45	47	91	93	0	93	935	982	363	363	175.8	Cass								
97	Fargo	Fargo	156	196	5	5	10	6	6	12	161	166	202	208	66.6	Cass								
98	Fargo	Fargo	56	789	0	0	0	0	0	0	56	56	789	789	155.3	Cass								
99	Fargo	Fargo	129	757	0	0	0	0	0	0	129	129	757	757	102.6	Cass								
100	Fargo	Fargo	1029	1192	0	305	305	0	331	331	1029	1334	1192	1523	403.3	Cass								
101	Fargo	Fargo	8	1821	0	0	0	0	0	0	8	8	1821	1821	254.0	Cass								
102	Fargo	Fargo	15	916	0	0	0	0	0	0	15	15	916	916	336.7	Cass								
103	Fargo	Fargo	103	504	0	0	0	0	0	0	10	10	504	504	103.8	Cass								
104	Fargo	Fargo	4	170	0	0	0	0	0	0	4	4	170	170	109.4	Cass								
106	Fargo	Fargo	0	22	0	0	0	3	0	3	0	0	25	25	159.1	Cass								
120	Fargo	Fargo	3	568	0	0	0	59	300	359	3	3	627	927	105.3	Cass								
121	Fargo	Fargo	6	356	0	0	0	15	200	215	6	6	371	571	89.2	Cass								
122	Fargo	Fargo	1	462	0	0	0	100	54	154	1	1	562	616	85.0	Cass								
123	Fargo	Fargo	9	1450	0	0	0	0	0	0	9	9	1450	1450	180.6	Cass								
124	Fargo	Fargo	28	661	1	1	2	199	0	199	29	30	860	860	63.2	Cass								
125	Fargo	Fargo	46	118	2	7	9	95	107	202	48	56	213	320	12.5	Cass								
126	Fargo	Fargo	60	221	177	119	296	144	183	327	238	357	365	548	18.4	Cass								
127	Fargo	Fargo	245	448	0	10	10	0	216	216	245	255	448	664	9.5	Cass								
128	Fargo	Fargo	14	496	40	27	68	115	305	420	55	82	611	916	3.3	Cass								
168	Fargo	Fargo	159	462	0	12	12	283	372	655	159	171	745	1117	56.4	Cass								
169	Fargo	Fargo	626	406	31	33	64	20	21	42	657	690	426	448	143.2	Cass								
170	Fargo	Fargo	217	48	23	0	23	10	0	10	240	240	58	58	234.7	Cass								
171	Fargo	Fargo	326	433	10	10	20	91	0	91	336	346	524	524	119.5	Cass								
172	Fargo	Fargo	538	169	16	17	33	139	0	139	554	571	308	308	161.1	Cass								
173	Fargo	Fargo	534	113	27	28	55	52	0	52	561	589	165	165	108.5	Cass								
174	Fargo	Fargo	150	525	70	34	103	0	206	206	220	254	525	731	33.2	Cass								
175	Fargo	Fargo	161	140	5	5	10	74	0	74	166	171	214	214	55.8	Cass								
176	Fargo	Fargo	718	354	36	38	74	37	0	37	754	792	391	391	181.8	Cass								
177	Fargo	Fargo	733	558	22	23	45	17	17	34	755	778	575	592	160.2	Cass								
178	Fargo	Fargo	284	423	9	9	17	13	13	26	293	301	436	449	136.6	Cass								
179	Fargo	Fargo	613	48	0	0	0	0	0	0	613	613	48	48	149.6	Cass								
180	Fargo	Fargo	19	267	0	0	0	5	0	5	19	19	272	272	45.6	Cass								
181	Fargo	Fargo	383	375	0	0	0	0	0	0	383	383	375	375	113.7	Cass								
182	Fargo	Fargo	1089	528	33	34	66	16	16	32	1122	1156	544	560	181.6	Cass								
183	Fargo	Fargo	211	190	6	7	13	6	6	12	217	224	196	202	93.2	Cass								
184	Fargo	Fargo	15	1837	0	0	0	0	339	339	15	15	1837	2176	125.0	Cass								
185	Fargo	Fargo	900	539	54	0	54	342	0	342	954	954	881	881	160.9	Cass								

TAX	Current Jurisdiction	Future Jurisdiction	HH 2019	Jobs 2019	Admitted HH by Year			Admitted Jobs by Year			Total Households by Year				Total Jobs by Year			
					HH added 15-25	HH added 25-45	HH added 45-65	Jobs added 15-25	Jobs added 25-45	Jobs added 45-65	2015	2025	2045	2015	2025	2045	Average	County
247	Fargo	Fargo	654	55	0	0	0	0	0	0	654	654	55	55	378	133.0	Cass	
258	Fargo	Fargo	258	411	289	0	289	0	0	0	700	700	378	378	107.3	Cass		
259	Fargo	Fargo	105	570	63	0	63	0	668	668	168	168	570	570	1238	116.6	Cass	
260	Fargo	Fargo	32	229	0	0	0	0	0	0	32	32	229	229	78.7	Cass		
261	Fargo	Fargo	112	14	0	0	0	16	0	16	112	112	30	30	42.2	Cass		
262	Fargo	Fargo	726	37	0	0	0	0	0	0	726	726	37	37	149.7	Cass		
263	Fargo	Fargo	263	505	293	0	293	0	0	0	799	799	96	96	91.3	Cass		
264	Fargo	Fargo	204	312	0	0	0	0	0	0	204	204	312	312	59.5	Cass		
265	Fargo	Fargo	339	652	31	0	31	0	698	698	370	370	652	652	1350	55.3	Cass	
266	Fargo	Fargo	150	676	0	0	0	13	100	113	150	150	689	689	83.7	Cass		
267	Fargo	Fargo	592	115	0	0	0	88	0	88	592	592	203	203	170.6	Cass		
268	Fargo	Fargo	129	99	60	0	60	0	0	0	189	189	99	99	71.0	Cass		
269	Fargo	Fargo	960	1022	0	0	0	25	373	398	960	960	1047	1047	1420	178.0	Cass	
270	Fargo	Fargo	396	191	0	0	0	14	0	0	396	396	205	205	114.0	Cass		
271	Fargo	Fargo	1004	401	0	0	0	64	0	64	1004	1004	465	465	114.3	Cass		
272	Fargo	Fargo	272	737	235	0	235	13	0	13	747	747	750	750	750	149.1	Cass	
273	Fargo	Fargo	273	465	74	0	74	0	0	0	539	539	324	324	116.3	Cass		
274	Fargo	Fargo	386	278	0	0	0	82	0	82	386	386	360	360	100.8	Cass		
275	Fargo	Fargo	546	1204	60	0	60	0	0	0	606	606	1204	1204	162.2	Cass		
276	Fargo	Fargo	248	83	0	0	0	0	0	0	248	248	83	83	82.9	Cass		
277	Fargo	Fargo	143	134	13	0	13	50	0	50	156	156	184	184	107.3	Cass		
278	Fargo	Fargo	278	577	56	0	56	0	0	0	334	334	577	577	140.2	Cass		
279	Fargo	Fargo	379	273	0	0	0	0	0	0	379	379	273	273	172.5	Cass		
280	Fargo	Fargo	396	1021	0	0	0	0	0	0	396	396	1021	1021	445.5	Cass		
281	Fargo	Fargo	263	283	0	0	0	0	0	0	263	263	283	283	109.1	Cass		
296	Fargo	Fargo	20	0	0	0	0	66	0	66	20	20	66	66	124.1	Cass		
297	Fargo	Fargo	167	21	11	0	11	0	0	0	179	179	21	21	118.2	Cass		
298	Fargo	Fargo	191	126	0	0	0	0	0	0	191	191	126	126	322.0	Cass		
299	Fargo	Fargo	94	30	11	0	11	10	0	10	105	105	40	40	69.1	Cass		
300	Fargo	Fargo	40	111	11	0	11	74	0	74	51	51	185	185	73.5	Cass		
301	Fargo	Fargo	109	20	0	0	0	6	0	6	109	109	26	26	74.6	Cass		
302	Fargo	Fargo	17	2	100	119	219	50	16	66	117	236	52	52	85.6	Cass		
303	Fargo	Fargo	0	0	79	166	244	1000	0	1000	79	244	1000	1000	99.9	Cass		
304	Fargo	Fargo	286	17	0	0	0	4	0	4	286	286	21	21	109.5	Cass		
305	Fargo	Fargo	26	528	50	0	50	0	0	0	76	76	528	528	83.6	Cass		
306	Fargo	Fargo	0	393	30	0	30	0	0	0	30	30	393	393	89.0	Cass		
307	Fargo	Fargo	158	6	0	0	0	153	0	153	158	158	159	159	68.8	Cass		
308	Fargo	Fargo	656	104	50	0	50	37	146	183	706	706	141	141	229.7	Cass		
309	Fargo	Fargo	250	669	17	3	21	0	0	0	268	271	669	669	85.7	Cass		
310	Fargo	Fargo	397	21	0	0	0	21	24	45	397	397	42	42	96.8	Cass		
311	Fargo	Fargo	310	153	0	0	0	0	32	32	310	310	153	153	160.6	Cass		
312	Fargo	Fargo	1	27	150	0	150	400	0	400	151	151	427	427	105.4	Cass		
313	Fargo	Fargo	168	59	10	0	10	0	0	0	179	179	59	59	139.8	Cass		

Job	Current Jurisdiction	Future Jurisdiction	HH 2015	Jobs 2015	Added HH by Year			Added Jobs by Year			Total Households by Year			Total Jobs by Year			Agg.	County
					HH added 13-15	HH added 15-15	HH added 25-15	Jobs added 13-15	Jobs added 15-15	Jobs added 25-15	Jobs added 13-15	Jobs added 15-15	Jobs added 25-15	2015	2015	2015		
314	Fargo	Fargo	149	9	0	0	0	24	7	31	140	149	33	40	117.9	Cass		
323	Fargo	Fargo	97	141	0	7	7	0	0	0	97	104	141	141	134.1	Cass		
331	Fargo	Fargo	132	14	15	131	146	7	291	298	147	279	21	312	158.1	Cass		
333	Fargo	Fargo	334	47	0	0	0	4	157	161	334	334	51	208	90.6	Cass		
334	Fargo	Fargo	127	6	0	0	0	0	6	6	127	127	6	12	101.3	Cass		
335	Fargo	Fargo	13	0	27	281	307	0	2	2	40	320	0	2	175.5	Cass		
337	Fargo	Fargo	1	0	89	923	1012	4	171	175	90	1013	4	175	93.9	Cass		
338	Fargo	Fargo	198	0	9	138	147	2	65	67	208	345	2	67	81.7	Cass		
339	Fargo	Fargo	225	13	7	60	68	4	173	177	233	293	17	190	80.6	Cass		
340	Fargo	Fargo	51	264	4	32	36	0	0	0	55	87	264	264	81.7	Cass		
341	Fargo	Fargo	486	17	0	0	0	0	0	0	486	486	17	17	129.8	Cass		
342	Fargo	Fargo	366	159	11	97	108	0	0	0	377	474	159	159	179.6	Cass		
343	Fargo	Fargo	19	0	5	53	58	0	3	3	24	77	0	3	94.8	Cass		
344	Fargo	Fargo	63	50	12	134	146	0	10	10	75	209	50	60	139.2	Cass		
346	Fargo	Fargo	123	89	27	228	255	0	0	0	150	378	89	89	195.9	Cass		
373	Fargo	Fargo	21	843	0	0	0	133	0	133	21	21	976	976	73.7	Cass		
436	Fargo	Fargo	5	0	0	0	0	0	0	0	5	5	0	0	746.0	Cass		
445	Fargo	Fargo	1	0	1	0	1	0	0	0	2	2	0	0	144.2	Cass		
446	Fargo	Fargo	2	0	0	0	0	68	300	368	2	2	68	368	315.1	Cass		
447	Fargo	Fargo	0	0	0	0	0	0	771	771	0	0	0	0	296.6	Cass		
463	Fargo	Fargo	518	102	0	0	0	0	0	0	518	518	102	102	260.2	Cass		
469	Fargo	Fargo	209	2	8	122	130	0	0	0	217	339	2	2	120.3	Cass		
470	Fargo	Fargo	50	5	19	208	227	1	35	36	69	277	6	41	121.3	Cass		
471	Fargo	Fargo	0	0	23	236	257	0	0	0	23	257	0	0	191.5	Cass		
472	Fargo	Fargo	0	0	28	293	321	0	0	0	28	321	0	0	154.6	Cass		
473	Fargo	Fargo	0	0	0	70	70	0	0	0	0	70	0	0	188.9	Cass		
480	Fargo	Fargo	4	0	0	0	0	0	0	0	4	4	0	0	618.0	Cass		
481	Fargo	Fargo	4	23	0	0	0	0	0	0	4	4	23	23	694.8	Cass		
491	Fargo	Fargo	68	89	22	240	261	22	860	882	90	329	111	971	201.8	Cass		
492	Fargo	Fargo	108	0	41	443	484	7	295	303	149	592	7	303	121.5	Cass		
500	Fargo	Fargo	0	0	0	66	66	0	74	74	0	66	0	74	158.5	Cass		
515	Fargo	Fargo	1	89	0	2	2	0	0	0	1	3	89	89	48.3	Cass		
544	Fargo	Fargo	109	610	5	6	11	31	32	63	114	120	641	673	39.3	Cass		
545	Fargo	Fargo	37	352	1	1	2	130	0	130	38	39	482	482	67.3	Cass		
546	Fargo	Fargo	82	220	4	4	8	23	0	23	87	91	243	243	42.2	Cass		
547	Fargo	Fargo	77	334	0	19	19	7	171	178	77	97	341	512	4.4	Cass		
548	Fargo	Fargo	27	369	51	12	63	0	182	182	78	90	369	551	10.1	Cass		
549	Fargo	Fargo	3	281	75	12	87	22	151	173	78	90	303	454	8.9	Cass		
550	Fargo	Fargo	243	53	160	62	222	38	46	84	403	465	91	137	9.1	Cass		
551	Fargo	Fargo	54	362	3	29	32	91	227	318	58	86	453	680	6.4	Cass		
552	Fargo	Fargo	19	141	20	20	40	160	150	310	40	59	301	451	6.7	Cass		
553	Fargo	Fargo	70	64	47	18	65	37	50	87	117	135	101	151	5.6	Cass		
554	Fargo	Fargo	45	235	52	201	252	160	197	357	96	297	395	592	23.7	Cass		

Tax	Current Jurisdiction	Future Jurisdiction	HH	Jobs	Added HH by Year			HH added 15-45			Jobs added 15-25			HH added 25-45			Jobs added 25-45			Total Households by Year			Total Jobs by Year			County
			2015	2015	HH added 15-25	HH added 25-45	HH added 45-65	HH added 15-45	Jobs added 15-25	Jobs added 25-45	Jobs added 45-65	Jobs added 15-25	Jobs added 25-45	Jobs added 45-65	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	County	
555	Fargo	Fargo	58	209	24	13	37	400	305	705	182	95	609	914	23.6	Cass										
556	Fargo	Fargo	138	186	139	43	182	175	180	355	277	320	361	541	23.3	Cass										
557	Fargo	Fargo	34	698	36	11	47	0	336	336	70	81	698	1034	6.7	Cass										
558	Fargo	Fargo	4	371	44	24	68	78	224	302	48	72	449	673	3.3	Cass										
559	Fargo	Fargo	2	53	0	298	298	347	200	547	2	300	400	600	3.3	Cass										
560	Fargo	Fargo	55	393	0	5	5	242	318	560	55	60	635	953	6.7	Cass										
561	Fargo	Fargo	12	49	4	2	6	128	89	217	16	18	177	266	7.2	Cass										
562	Fargo	Fargo	3	246	-3	0	-3	13	130	143	0	0	259	389	17.0	Cass										
563	Fargo	Fargo	0	86	33	5	38	65	76	141	33	38	151	227	5.8	Cass										
564	Fargo	Fargo	27	191	16	7	22	16	103	119	43	50	207	310	22.9	Cass										
565	Fargo	Fargo	369	549	18	19	38	27	29	56	387	406	576	605	50.8	Cass										
566	Fargo	Fargo	106	391	128	36	164	46	219	265	234	270	437	656	27.3	Cass										
567	Fargo	Fargo	3	287	-2	0	-1	-211	0	-211	1	2	77	77	38.5	Cass										
568	Fargo	Fargo	76	472	0	679	679	713	593	1306	76	755	1185	1778	19.6	Cass										
569	Fargo	Fargo	12	160	43	27	70	121	141	262	55	82	281	422	7.5	Cass										
570	Fargo	Fargo	2	127	30	5	35	44	86	130	33	38	171	257	11.3	Cass										
571	Fargo	Fargo	12	75	36	24	60	30	52	82	48	72	105	157	3.3	Cass										
572	Fargo	Fargo	0	45	64	10	74	72	59	131	64	74	117	176	3.4	Cass										
573	Fargo	Fargo	284	282	196	374	570	517	399	916	480	854	799	1198	27.5	Cass										
574	Fargo	Fargo	30	295	25	27	52	300	297	597	55	82	595	892	9.7	Cass										
575	Fargo	Fargo	56	377	0	27	27	0	126	126	56	82	377	503	6.6	Cass										
576	Fargo	Fargo	10	117	38	24	62	0	12	12	48	72	117	129	5.5	Cass										
577	Fargo	Fargo	82	354	202	44	245	0	160	160	283	327	354	514	5.0	Cass										
578	Fargo	Fargo	111	55	117	35	153	88	71	159	229	264	143	214	3.6	Cass										
579	Fargo	Fargo	63	95	49	17	66	64	80	144	112	129	159	239	7.2	Cass										
580	Fargo	Fargo	49	248	4	26	30	37	142	179	53	79	285	427	9.6	Cass										
581	Fargo	Fargo	18	208	1	1	2	10	11	21	19	20	218	229	19.8	Cass										
582	Fargo	Fargo	4	211	0	0	0	0	0	0	4	4	211	211	203.7	Cass										
583	Fargo	Fargo	233	2	0	0	0	40	0	40	233	233	42	42	83.0	Cass										
584	Fargo	Fargo	373	22	0	0	0	0	0	0	373	373	22	22	64.0	Cass										
587	Fargo	Fargo	26	164	0	5	5	0	0	0	26	30	164	164	90.4	Cass										
590	Fargo	Fargo	1	173	61	5	66	2000	1024	3024	61	67	2173	3197	170.8	Cass										
629	Fargo	Fargo	12	4	6	58	64	0	0	0	18	76	4	4	104.5	Cass										
707	Fargo	Fargo	57	89	29	0	29	0	0	0	86	86	89	89	360.6	Cass										
708	Fargo	Fargo	440	6	0	0	0	43	0	43	440	440	49	49	108.1	Cass										
709	Fargo	Fargo	13	0	100	47	147	50	0	50	113	160	50	50	73.0	Cass										
711	Fargo	Fargo	320	23	0	0	0	0	0	0	320	320	23	23	76.3	Cass										
714	Fargo	Fargo	28	1	0	0	0	1	0	1	28	28	2	2	10.1	Cass										
715	Fargo	Fargo	117	57	0	0	0	0	5	5	117	117	57	62	53.9	Cass										
717	Fargo	Fargo	0	0	1	0	1	12	0	12	1	1	12	12	23.3	Cass										
718	Fargo	Fargo	277	0	50	0	50	69	146	215	327	327	69	215	53.2	Cass										
719	Fargo	Fargo	200	9	0	0	0	29	0	29	200	200	38	38	66.9	Cass										
720	Fargo	Fargo	0	0	100	0	100	100	73	173	100	100	100	173	74.5	Cass										

Line	Jurisdiction	From Jurisdiction	HH	Jobs	Added HH by Year					Added Jobs by Year					Total HH added by Year					Total Jobs by Year					Age	County	
					HH added 15-25	HH added 26-45	HH added 46-65	HH added 66-85	HH added 86-105	Jobs added 15-25	Jobs added 26-45	Jobs added 46-65	Jobs added 66-85	Jobs added 86-105	2015	2025	2045	2025	2045	2025	2045						
113	Mapleton	Mapleton	90	20	20	0	0	0	0	0	0	0	20	0	0	0	0	0	0	0	0	110	110	20	20	2864.0	Cass
704	Mapleton	Mapleton	97	371	80	20	20	20	20	20	90	300	100	300	90	390	177	197	197	197	197	461	461	761	761	1236.2	Cass
18	North River	North River	105	20	0	0	0	0	0	0	0	0	0	0	0	0	105	105	105	105	105	20	20	20	20	255.3	Cass
678	Oxbow	Oxbow	107	83	20	20	20	20	20	20	10	20	40	20	30	30	127	147	147	147	147	93	93	113	113	778.6	Cass
726	Prairie Rose/Fargo	Prairie Rose/Fargo	50	1	41	0	0	0	0	0	6	0	41	6	6	6	91	91	91	91	91	7	7	7	7	37.9	Cass
47	Reiles Acres	Reiles Acres	200	32	0	0	0	0	0	0	0	0	0	0	0	0	200	200	200	200	200	32	32	32	32	988.5	Cass
53	West Fargo	West Fargo	7	132	0	0	0	0	0	0	0	0	0	0	0	0	7	7	7	7	7	132	132	132	132	460.8	Cass
54	West Fargo	West Fargo	2	85	0	0	0	0	0	0	150	150	300	2	2	2	235	235	235	235	235	2	2	2	2	515.2	Cass
55	West Fargo	West Fargo	0	359	0	0	0	0	0	0	0	0	0	0	8	8	0	0	0	0	0	359	367	367	367	129.3	Cass
107	West Fargo	West Fargo	1	55	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	55	55	55	55	99.2	Cass
108	West Fargo	West Fargo	3	783	0	0	0	0	0	0	16	16	16	3	3	3	783	799	799	799	799	248.7	248.7	799	799	248.7	Cass
109	West Fargo	West Fargo	55	294	0	0	0	0	0	0	0	0	0	0	0	0	55	55	55	55	55	294	294	294	294	110.5	Cass
110	West Fargo	West Fargo	1	69	0	0	0	0	0	0	11	11	11	1	1	1	69	80	80	80	80	169.9	169.9	80	80	169.9	Cass
111	West Fargo	West Fargo	1	12	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	12	12	12	12	209.5	Cass
112	West Fargo	West Fargo	1	1	0	0	0	0	0	0	150	150	300	1	1	1	151	301	301	301	301	631.0	631.0	301	301	631.0	Cass
114	West Fargo	West Fargo	20	1294	0	0	0	0	0	0	500	500	1000	20	20	20	1794	2294	2294	2294	2294	1794	2294	2294	2294	641.1	Cass
115	West Fargo	West Fargo	2	575	0	0	0	0	0	0	200	200	400	2	2	2	775	975	975	975	975	139.0	139.0	975	975	139.0	Cass
116	West Fargo	West Fargo	144	334	0	0	0	0	0	0	0	0	0	0	0	0	144	144	144	144	144	334	334	334	334	121.1	Cass
117	West Fargo	West Fargo	17	36	0	0	0	0	0	0	0	0	0	0	0	0	17	17	17	17	17	36	36	36	36	29.1	Cass
118	West Fargo	West Fargo	111	128	0	0	0	0	0	0	10	10	10	0	10	10	111	128	128	128	128	138	138	138	138	148.0	Cass
119	West Fargo	West Fargo	13	339	0	0	0	0	0	0	10	10	10	0	10	10	339	349	349	349	349	151.9	151.9	349	349	151.9	Cass
210	West Fargo	West Fargo	527	259	0	0	0	0	0	0	0	0	0	0	10	10	527	527	527	527	527	259	269	269	269	161.6	Cass
211	West Fargo	West Fargo	578	112	0	0	0	0	0	0	0	0	0	0	0	0	578	578	578	578	578	112	112	112	112	162.0	Cass
212	West Fargo	West Fargo	123	146	0	0	0	0	0	0	0	0	0	0	0	0	123	123	123	123	123	146	146	146	146	69.9	Cass
213	West Fargo	West Fargo	509	319	0	0	0	0	0	0	0	0	0	0	0	0	509	509	509	509	509	319	319	319	319	159.8	Cass
214	West Fargo	West Fargo	507	217	0	0	0	0	0	0	0	0	0	0	0	0	507	507	507	507	507	217	217	217	217	155.5	Cass
215	West Fargo	West Fargo	552	29	0	0	0	0	0	0	0	0	0	0	0	0	552	552	552	552	552	29	29	29	29	194.4	Cass
216	West Fargo	West Fargo	438	352	0	0	0	0	0	0	0	0	0	0	0	0	438	438	438	438	438	352	352	352	352	147.8	Cass
217	West Fargo	West Fargo	194	82	0	0	0	0	0	0	0	0	0	0	0	0	194	194	194	194	194	82	82	82	82	50.4	Cass
218	West Fargo	West Fargo	412	196	0	0	0	0	0	0	0	0	0	0	0	0	412	412	412	412	412	196	196	196	196	125.7	Cass
219	West Fargo	West Fargo	296	18	0	0	0	0	0	0	0	0	0	0	0	0	296	296	296	296	296	18	18	18	18	63.9	Cass
220	West Fargo	West Fargo	964	959	0	0	0	0	0	0	0	0	0	0	0	0	964	964	964	964	964	959	959	959	959	257.6	Cass
221	West Fargo	West Fargo	339	616	86	0	0	0	0	0	0	0	86	47	47	425	425	425	425	425	425	616	663	663	663	123.3	Cass
222	West Fargo	West Fargo	213	115	0	0	0	0	0	0	0	0	0	0	0	0	213	213	213	213	213	115	115	115	115	84.6	Cass
223	West Fargo	West Fargo	239	52	0	0	0	0	0	0	0	0	0	0	0	0	239	239	239	239	239	52	52	52	52	99.5	Cass
224	West Fargo	West Fargo	874	66	0	0	0	0	0	0	500	500	0	500	0	0	874	874	874	874	874	566	566	566	566	338.1	Cass
225	West Fargo	West Fargo	262	96	0	0	0	0	0	0	0	0	0	0	0	0	262	262	262	262	262	96	96	96	96	111.1	Cass
226	West Fargo	West Fargo	180	233	0	0	0	0	0	0	0	0	0	0	0	0	180	180	180	180	180	233	233	233	233	107.6	Cass
230	West Fargo	West Fargo	182	0	410	0	0	0	0	0	410	410	0	0	0	0	592	592	592	592	592	0	0	0	0	154.1	Cass
231	West Fargo	West Fargo	465	89	100	0	0	0	0	0	0	0	100	0	0	0	565	565	565	565	565	89	89	89	89	281.6	Cass
232	West Fargo	West Fargo	309	24	0	0	0	0	0	0	500	500	0	500	0	0	309	309	309	309	309	524	524	524	524	161.5	Cass
233	West Fargo	West Fargo	5	514	0	0	0	0	0	0	0	0	0	0	7	7	5	5	5	5	5	514	521	521	521	111.7	Cass
234	West Fargo	West Fargo	6	0	0	0	0	0	0	0	0	0	0	0	0	0	6	6	6	6	6	0	0	0	0	3.4	Cass

TAX	Current Jurisdiction	Future Jurisdiction	HH 2015	Jobs 2015	Added HH by Year			Added Jobs by Year			Total Households by Year			Total Jobs by Year			County
			HH added 15-23	HH added 25-45	HH added 15-45	Jobs added 15-25	Jobs added 25-45	Jobs added 15-45			2025	2045	2045	2025	2045	2045	
316	West Fargo	West Fargo	61	38	0	0	0	0	0	0	61	61	61	38	38	184.1	Cass
448	West Fargo	West Fargo	209	45	0	0	0	0	0	0	209	209	209	45	45	200.8	Cass
449	West Fargo	West Fargo	0	0	0	0	0	0	0	0	0	0	0	0	0	652.8	Cass
452	West Fargo	West Fargo	20	3	0	0	0	0	0	0	20	20	20	3	3	737.9	Cass
456	West Fargo	West Fargo	203	0	350	0	0	350	150	0	553	553	553	150	150	263.3	Cass
457	West Fargo	West Fargo	299	19	501	0	0	501	500	0	800	800	800	519	519	152.1	Cass
461	West Fargo	West Fargo	534	147	150	0	0	150	0	0	684	684	684	147	147	142.1	Cass
462	West Fargo	West Fargo	266	20	0	0	0	0	0	0	266	266	266	20	20	163.8	Cass
464	West Fargo	West Fargo	12	72	0	0	0	0	0	0	12	12	12	72	72	85.1	Cass
465	West Fargo	West Fargo	134	0	0	0	0	0	0	0	134	134	134	0	0	55.2	Cass
466	West Fargo	West Fargo	216	4	170	0	0	170	0	0	386	386	386	4	4	273.3	Cass
467	West Fargo	West Fargo	77	106	0	0	0	0	350	11	77	77	77	456	467	164.8	Cass
531	West Fargo	West Fargo	63	981	0	0	0	0	0	0	63	63	63	981	981	94.9	Cass
532	West Fargo	West Fargo	414	140	0	0	0	0	0	0	414	414	414	140	140	129.7	Cass
533	West Fargo	West Fargo	375	52	0	0	0	0	0	0	375	375	375	52	52	110.4	Cass
585	West Fargo	West Fargo	0	230	0	0	0	0	750	10	0	0	0	980	990	158.6	Cass
586	West Fargo	West Fargo	86	0	150	0	0	150	0	0	236	236	236	0	0	187.7	Cass
630	West Fargo	West Fargo	510	25	0	0	0	0	0	0	510	510	510	25	25	194.8	Cass
631	West Fargo	West Fargo	40	0	0	0	0	0	0	0	40	40	40	0	0	152.2	Cass
666	West Fargo	West Fargo	24	0	0	0	0	0	0	0	24	24	24	0	0	51.6	Cass
685	West Fargo	West Fargo	45	2	0	0	0	0	0	0	45	45	45	2	2	32.6	Cass
687	West Fargo	West Fargo	36	57	0	0	0	0	0	0	36	36	36	57	57	34.0	Cass
689	West Fargo	West Fargo	94	85	0	0	0	0	0	0	94	94	94	85	85	56.2	Cass
690	West Fargo	West Fargo	37	100	0	0	0	0	0	0	37	37	37	100	100	79.4	Cass
691	West Fargo	West Fargo	0	0	0	0	0	0	0	0	0	0	0	0	0	11.4	Cass
692	West Fargo	West Fargo	31	0	0	0	0	0	0	0	31	31	31	0	0	29.8	Cass
693	West Fargo	West Fargo	36	6	0	0	0	0	0	0	36	36	36	6	6	38.5	Cass
694	West Fargo	West Fargo	95	13	0	0	0	0	0	0	95	95	95	13	13	77.0	Cass
695	West Fargo	West Fargo	40	12	0	0	0	0	0	0	40	40	40	12	12	56.9	Cass
698	West Fargo	West Fargo	106	5	0	0	0	0	0	0	106	106	106	5	5	88.1	Cass
710	West Fargo	West Fargo	100	25	0	0	0	0	0	0	100	100	100	25	25	74.3	Cass
724	West Fargo	West Fargo	2	0	170	0	0	170	150	0	172	172	172	150	150	60.3	Cass
725	West Fargo	West Fargo	0	23	0	0	0	0	200	0	0	0	0	223	223	113.2	Cass
727	West Fargo	West Fargo	164	7	0	0	0	0	0	0	164	164	164	7	7	89.7	Cass
105	West Fargo/Fargo	West Fargo/Fargo	9	381	0	0	0	0	0	0	9	9	9	381	381	319.5	Cass
315	West Fargo/Fargo	West Fargo/Fargo	79	6	75	0	0	75	16	0	154	154	154	22	22	160.9	Cass
598	West Fargo/Horace	West Fargo/Horace	2	0	580	200	0	780	0	0	582	782	782	0	0	230.8	Cass
622	Barnesville	Barnesville	119	36	36	55	0	91	20	41	155	210	210	56	97	1261.9	Clay
623	Barnesville	Barnesville	0	0	0	0	0	0	0	0	0	0	0	0	0	24.9	Clay
640	Barnesville	Barnesville	110	97	20	35	0	55	12	25	130	165	165	109	134	6718.7	Clay
660	Barnesville	Barnesville	356	201	0	0	0	0	10	21	356	356	356	211	232	245.8	Clay
661	Barnesville	Barnesville	33	132	0	0	0	0	30	52	33	33	33	162	224	1175.3	Clay
662	Barnesville	Barnesville	37	27	0	0	0	0	20	41	37	37	37	47	88	9071.3	Clay

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PAY	Current Jurisdiction	From Jurisdiction	HR 2015	Jobs 2015	HR added 15-25	HR added 25-45	HR added 45-65	Jobs added 15-25	Jobs added 25-45	Jobs added 45-65	Total Hours/Hours by Year	Total Jobs by Year	Agers	Summary
663	Barnesville	Barnesville	43	1	-8	0	0	-8	0	0	36	1	659.2	Clay
712	Barnesville	Barnesville	433	304	0	0	0	0	0	0	433	304	232.8	Clay
713	Barnesville	Barnesville	13	49	70	80	0	150	41	61	163	69	469.4	Clay
5	Clay	Clay	75	15	-13	0	0	-13	0	0	62	15	10277.9	Clay
6	Clay	Clay	57	72	0	10	0	10	10	20	57	82	21713.4	Clay
7	Clay	Clay	62	0	-11	0	0	-11	0	0	51	0	15446.5	Clay
21	Clay	Clay	117	25	10	10	0	20	0	0	127	25	15676.2	Clay
22	Clay	Clay	28	0	-5	0	0	-5	0	0	23	0	3779.6	Clay
72	Clay	Clay	0	0	0	3	0	3	0	0	0	0	217.9	Clay
73	Clay	Clay	28	10	-5	0	0	-5	0	0	23	10	4416.6	Clay
75	Clay	Clay	0	0	0	1	0	1	0	0	0	0	93.2	Clay
137	Clay	Clay	0	0	0	0	0	0	0	0	0	0	212.0	Clay
140	Clay	Clay	0	0	0	3	0	3	0	0	0	0	158.7	Clay
141	Clay	Clay	0	0	0	0	0	0	0	0	0	0	148.5	Clay
144	Clay	Clay	19	10	-3	0	0	-3	0	0	16	10	4816.8	Clay
292	Clay	Clay	12	68	-2	0	0	-2	0	0	9	68	3568.2	Clay
293	Clay	Clay	2	0	0	11	0	11	0	0	2	0	654.8	Clay
347	Clay	Clay	0	3	0	0	0	0	0	0	0	3	314.1	Clay
348	Clay	Clay	43	7	-7	0	0	-7	0	0	35	7	10075.3	Clay
351	Clay	Clay	6	1	-1	0	0	-1	0	0	5	1	1353.1	Clay
382	Clay	Clay	1	0	0	11	0	11	0	0	1	0	629.4	Clay
395	Clay	Clay	5	2	-1	0	0	-1	0	0	4	2	2700.4	Clay
396	Clay	Clay	0	0	0	4	0	4	0	0	0	0	243.3	Clay
397	Clay	Clay	3	0	0	0	0	0	0	0	3	0	207.4	Clay
398	Clay	Clay	3	0	0	2	0	2	0	0	3	0	155.9	Clay
399	Clay	Clay	0	0	0	1	0	1	0	0	0	0	90.0	Clay
400	Clay	Clay	0	0	0	2	0	2	0	0	0	0	154.2	Clay
401	Clay	Clay	0	0	0	3	0	3	0	0	0	0	233.9	Clay
402	Clay	Clay	1	2	0	0	0	0	0	0	1	2	606.0	Clay
403	Clay	Clay	0	0	0	1	0	1	0	0	0	0	69.1	Clay
404	Clay	Clay	6	0	0	2	0	2	0	0	6	0	119.7	Clay
405	Clay	Clay	2	0	0	1	0	1	0	0	2	0	96.2	Clay
411	Clay	Clay	0	0	0	0	0	0	0	0	0	0	102.6	Clay
413	Clay	Clay	0	0	0	1	0	1	0	0	0	0	98.4	Clay
414	Clay	Clay	9	0	0	2	0	2	0	0	9	0	102.5	Clay
415	Clay	Clay	1	1	0	0	0	0	0	0	1	1	220.6	Clay
416	Clay	Clay	0	0	0	0	0	0	0	0	0	0	111.0	Clay
417	Clay	Clay	0	0	0	0	0	0	0	0	0	0	172.2	Clay
422	Clay	Clay	0	0	0	3	0	3	0	0	0	0	149.6	Clay
423	Clay	Clay	0	0	0	0	0	0	0	0	0	0	357.9	Clay
424	Clay	Clay	2	0	0	0	0	0	0	0	2	0	636.1	Clay
425	Clay	Clay	0	0	0	0	0	0	0	0	0	0	414.7	Clay
426	Clay	Clay	0	0	0	0	0	0	0	0	0	0	157.7	Clay

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TAX	Commit Jurisdiction	HH 2015	HH 2015	HH added 15-25	HH added 25-45	HH added 15-45	HH added 15-25	HH added 25-45	HH added 15-45	Jobs added 15-25	Jobs added 25-45	Jobs added 15-45	Total Households by Year	Total Jobs by Year	Area	County
													2025	2045		
428	Clay	2	0	0	0	0	0	0	0	0	0	0	2	0	462.8	Clay
429	Clay	0	33	0	0	0	0	0	0	0	0	0	0	33	158.9	Clay
502	Clay	25	22	-4	0	0	0	0	0	0	0	0	20	22	2952.7	Clay
505	Clay	4	24	0	5	5	0	0	0	0	0	0	4	9	354.4	Clay
507	Clay	1	0	0	0	0	0	0	0	0	0	0	1	0	248.3	Clay
508	Clay	1	0	0	0	0	0	0	0	0	0	0	1	0	679.6	Clay
509	Clay	0	0	0	7	7	0	0	0	0	0	0	0	0	488.2	Clay
510	Clay	1	0	0	10	10	0	0	0	0	0	0	1	11	679.8	Clay
511	Clay	1	2	0	0	0	0	0	0	0	0	0	1	2	667.2	Clay
513	Clay	7	0	0	0	0	0	0	0	0	0	0	7	0	629.5	Clay
521	Clay	1	15	0	0	0	0	0	0	0	0	0	1	15	1016.8	Clay
534	Clay	0	0	0	6	6	0	0	0	0	0	0	0	0	339.7	Clay
535	Clay	1	0	0	5	5	0	0	0	0	0	0	1	7	352.5	Clay
536	Clay	2	3	0	0	0	0	0	0	0	0	0	2	2	349.3	Clay
537	Clay	0	0	0	4	4	0	0	0	0	0	0	0	0	235.2	Clay
538	Clay	1	0	0	10	10	0	0	0	0	0	0	1	12	707.0	Clay
539	Clay	0	0	0	0	0	0	0	0	0	0	0	0	0	469.3	Clay
600	Clay	50	1	-9	0	0	0	0	0	0	0	0	41	41	5029.5	Clay
605	Clay	10	5	-2	0	0	0	0	0	0	0	0	9	9	2596.6	Clay
606	Clay	17	1	-3	0	0	0	0	0	0	0	0	14	14	3853.0	Clay
607	Clay	91	73	10	30	40	0	0	0	0	0	0	101	131	12755.1	Clay
617	Clay	66	5	-12	0	0	0	0	0	0	0	0	2	2	1917.7	Clay
618	Clay	12	2	-2	0	0	0	0	0	0	0	0	10	10	4541.4	Clay
619	Clay	63	27	-11	0	0	0	0	0	0	0	0	52	52	9438.3	Clay
620	Clay	5	6	-1	0	0	0	0	0	0	0	0	4	4	3542.2	Clay
621	Clay	21	15	-4	0	0	0	0	0	0	0	0	17	17	6730.3	Clay
624	Clay	45	37	-8	0	0	0	0	0	0	0	0	37	37	3034.5	Clay
633	Clay	82	18	-14	0	0	0	0	0	0	0	0	68	68	10461.2	Clay
636	Clay	8	14	-1	0	0	0	0	0	0	0	0	6	6	3885.6	Clay
664	Clay	14	13	-3	0	0	0	0	0	0	0	0	12	12	6751.7	Clay
682	Clay	5	3	-1	0	0	0	0	0	0	0	0	4	4	2160.4	Clay
701	Clay	17	0	-3	0	0	0	0	0	0	0	0	14	14	6446.2	Clay
702	Clay	39	5	-7	0	0	0	0	0	0	0	0	32	32	15160.9	Clay
19	Moorhead	40	13	6	17	24	19	25	44	19	25	44	46	63	3635.4	Clay
20	Moorhead	98	11	-17	0	0	0	10	10	0	10	10	81	81	8329.8	Clay
23	Moorhead	3	0	0	9	9	0	0	0	0	0	0	3	12	639.2	Clay
142	Moorhead	3	3	119	250	369	21	30	51	21	30	51	122	372	475.4	Clay
295	Moorhead	0	0	0	122	122	0	20	20	0	20	20	0	122	156.2	Clay
379	Moorhead	1	0	0	5	5	0	10	10	0	10	10	1	6	336.3	Clay
380	Moorhead	4	0	0	2	2	0	20	20	0	20	20	4	6	164.7	Clay
381	Moorhead	3	18	0	100	100	25	25	50	25	25	50	3	103	617.5	Clay
390	Moorhead	52	6	25	0	25	0	9	9	0	9	9	78	78	182.8	Clay

TAZ	Current Jurisdiction	Future Jurisdiction	HH 2013	HH 2015	Added HH by Year				Added Jobs by Year				Total Households by Year		Total Jobs by Year		Acre	County
					HH added 15-25	HH added 25-45	HH added 45-65	HH added 65-85	Jobs added 15-25	Jobs added 25-45	Jobs added 45-65	Jobs added 65-85	2025	2045	2025	2045		
164	Moorhead	Moorhead	169	397	0	0	0	0	0	102	0	102	359	369	397	499	81.0	Clay
165	Moorhead	Moorhead	247	258	0	0	0	0	0	0	0	0	247	247	258	258	115.2	Clay
166	Moorhead	Moorhead	63	1	0	0	0	0	0	5	0	5	63	63	1	6	98.7	Clay
167	Moorhead	Moorhead	536	140	0	0	0	0	0	7	0	7	536	536	140	147	258.6	Clay
282	Moorhead	Moorhead	844	247	0	0	0	0	0	29	0	29	844	844	247	276	412.4	Clay
283	Moorhead	Moorhead	194	2	81	0	0	81	0	1	0	1	276	276	2	3	159.7	Clay
284	Moorhead	Moorhead	674	585	0	0	0	0	0	48	0	48	674	674	585	633	165.4	Clay
285	Moorhead	Moorhead	61	915	0	0	0	0	75	0	0	75	61	61	990	990	136.3	Clay
286	Moorhead	Moorhead	475	3	100	-1	0	99	0	0	0	0	575	575	3	3	157.8	Clay
287	Moorhead	Moorhead	95	9	0	0	0	0	0	1	0	1	95	95	9	10	48.2	Clay
288	Moorhead	Moorhead	308	32	0	0	0	0	0	0	0	0	308	308	32	32	148.9	Clay
289	Moorhead	Moorhead	439	39	200	200	400	0	28	88	0	116	639	839	67	155	388.3	Clay
290	Moorhead	Moorhead	5	490	0	0	0	0	326	1263	0	1589	5	5	816	2079	633.6	Clay
291	Moorhead	Moorhead	21	44	0	0	0	0	0	200	0	200	21	21	44	244	3671.7	Clay
294	Moorhead	Moorhead	94	41	100	350	450	0	0	0	0	0	194	544	41	41	329.3	Clay
374	Moorhead	Moorhead	10	696	0	0	0	0	179	0	0	179	10	10	875	875	335.9	Clay
375	Moorhead	Moorhead	0	6	0	0	0	0	0	0	0	0	0	0	6	6	75.1	Clay
376	Moorhead	Moorhead	397	27	100	-6	94	0	0	53	0	53	497	491	27	80	288.3	Clay
377	Moorhead	Moorhead	61	12	80	100	180	0	0	0	0	0	141	241	12	12	304.1	Clay
378	Moorhead	Moorhead	0	100	80	100	180	0	0	0	0	0	80	180	100	100	320.3	Clay
383	Moorhead	Moorhead	602	141	300	8	308	0	0	88	0	88	902	910	141	229	318.0	Clay
384	Moorhead	Moorhead	239	304	0	0	0	0	100	0	0	100	239	239	404	404	158.9	Clay
385	Moorhead	Moorhead	49	0	300	150	450	0	100	0	0	100	349	499	100	100	178.9	Clay
386	Moorhead	Moorhead	302	29	150	250	400	0	100	300	0	400	452	702	129	429	323.1	Clay
387	Moorhead	Moorhead	0	25	0	0	0	0	200	66	0	266	0	0	225	291	33.8	Clay
388	Moorhead	Moorhead	132	143	40	100	140	0	0	0	0	0	173	273	143	143	165.0	Clay
389	Moorhead	Moorhead	5	0	118	13	131	0	0	0	0	0	123	136	0	0	176.3	Clay
431	Moorhead	Moorhead	212	128	0	0	0	0	0	0	0	0	212	212	128	128	81.5	Clay
520	Moorhead	Moorhead	0	21	0	0	0	0	0	2	0	2	0	0	21	23	320.1	Clay
522	Moorhead	Moorhead	418	140	0	0	0	0	24	77	0	77	418	418	140	217	80.2	Clay
523	Moorhead	Moorhead	0	175	0	0	0	0	0	0	0	0	0	0	199	199	23.2	Clay
524	Moorhead	Moorhead	264	10	0	0	0	0	0	47	0	47	264	264	10	57	57.5	Clay
540	Moorhead	Moorhead	187	15	0	0	0	0	0	0	0	0	187	187	15	15	55.2	Clay
541	Moorhead	Moorhead	123	142	3	3	6	0	4	4	0	7	126	129	146	149	35.4	Clay
542	Moorhead	Moorhead	46	86	50	1	51	0	50	2	0	52	96	97	136	138	31.5	Clay
543	Moorhead	Moorhead	201	125	0	0	0	0	0	71	0	71	201	201	125	196	68.7	Clay
591	Moorhead	Moorhead	152	62	0	0	0	0	0	0	0	0	152	152	62	62	40.2	Clay
592	Moorhead	Moorhead	400	30	0	0	0	0	0	0	0	0	400	400	30	30	196.5	Clay
349	Sabin	Sabin	57	89	0	0	0	0	20	10	0	30	57	57	109	119	5333.5	Clay
350	Sabin	Sabin	62	41	0	0	0	0	20	10	0	30	62	62	61	71	2889.2	Clay
394	Sabin	Sabin	7	3	0	0	0	0	0	35	0	35	7	7	3	38	663.7	Clay
506	Sabin	Sabin	140	7	10	30	40	0	0	10	0	10	150	180	7	17	685.4	Clay

METROPOLITAN PROFILE 2023

Annual Report for the Fargo-Moorhead Metropolitan Area



PREPARED BY
METROCOG
FM REGIONAL TRANSPORTATION PLANNING ORGANIZATION

Adopted:
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This document does not constitute a standard, specification, or regulation. The United States Government, the states of North Dakota and Minnesota, and the Fargo-Moorhead Metropolitan Council of Governments do not endorse products or manufacturers. Trade or manufacturers' names may appear therein only because they are considered essential to the objective of this document.

Dear Interested Persons, Stakeholders, Jurisdictions, Agencies and Organizations

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is pleased to present the Metropolitan Profile 2023 (Metro Profile), a document previously known as the Surveillance and Monitoring Report for the Fargo-Moorhead Metropolitan Area. The data presented within this Profile pertains to the 2022 calendar year (January 1, 2022 through December 31, 2022).

Metro COG began producing the Metropolitan Transportation Surveillance and Monitoring Report in 1981. Over time, this document has taken various forms in order to ensure compliance and compatibility with relevant surface transportation authorization. The Infrastructure Investment and Jobs Act (IIJA), the Metro Profile has become an essential performance management tracking tool.

The profile is structured to document and monitor the following:

- (a) Changes to the transportation system;
- (b) Demographic and socioeconomic conditions;
- (c) Changes in land use patterns and/or development patterns;
- (d) Accuracy of projections/assumptions made within the Metropolitan Transportation Plan (MTP); and
- (e) Implementation of the Transportation Improvement Program (TIP).

The Metro COG Policy Board believes this data to be critical to both accurately represent the state of the transportation network and to maintain and to implement elements of the Metropolitan Transportation Planning Program, such as the TIP, MTP, and regional Travel Demand Model (TDM).

It is Metro COG's goal to continue to enhance the ease and accuracy of collecting and reporting metropolitan transportation data; as well as improving accessibility to this information for all interested persons and stakeholders.

Any questions or comments on the content of this document should be directed to Metro COG. Supporting plans, studies, and other transportation data for the Fargo-Moorhead Metropolitan Area is available by contacting Metro COG (701.532.5100), by email at metrocof@fmmetrocog.org, or visiting Metro COG's website at www.fmmetrocog.org.

Chuck Hendrickson
Chair, Metro COG Policy Board

Ben Griffith
Executive Director, Metro COG



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INTRODUCTION

Who is Metro COG?

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is both the designated Council of Governments (COG) and Metropolitan Planning Organization (MPO) for the greater Fargo-Moorhead Metropolitan Area. An MPO is a transportation policy-making organization comprised of representatives from local government and transportation authorities. The Federal Surface Transportation Assistance Act of 1973 requires the formation of a MPO for any urbanized area with a population greater than 50,000. MPOs ensure that existing and future expenditures for transportation projects and programs are based on a comprehensive, cooperative, and continuing planning process, known as the “3-C” process.

What is the Metro Profile?

The 2023 Metropolitan Profile is separated into five chapters, each of which focuses on trends affecting the development patterns and transportation network of the Fargo-Moorhead MPA. Together the chapters provide a comprehensive snapshot of the conditions and trends affecting the metro area based on 2022 data (or the most recent data available).

The chapters are grouped into two sections:

Community Profile

Transportation

The Transportation section encompasses topics focused on the:

Roadway System

Freight & Interstate Travel

Bicycle & Pedestrian Network

Local & Regional Transit

Within each of these chapters are metrics that Metro COG tracks from year to year. These metrics are used to track progress towards goals set in the Metropolitan Transportation Plan (MTP). The goals in the MTP are developed with Metro COG’s vision, mission, and core functions in mind.



JURISDICTIONS

CASS COUNTY 1,768 SQ. MILES

FARGO 51.18 SQ. MILES

WEST FARGO 16.41 SQ. MILES

HORACE 12.68 SQ. MILES

CASSELTON 2.18 SQ. MILES

HARWOOD 1.31 SQ. MILES

MAPLETON 3.91 SQ. MILES

CLAY COUNTY 1,053 SQ. MILES

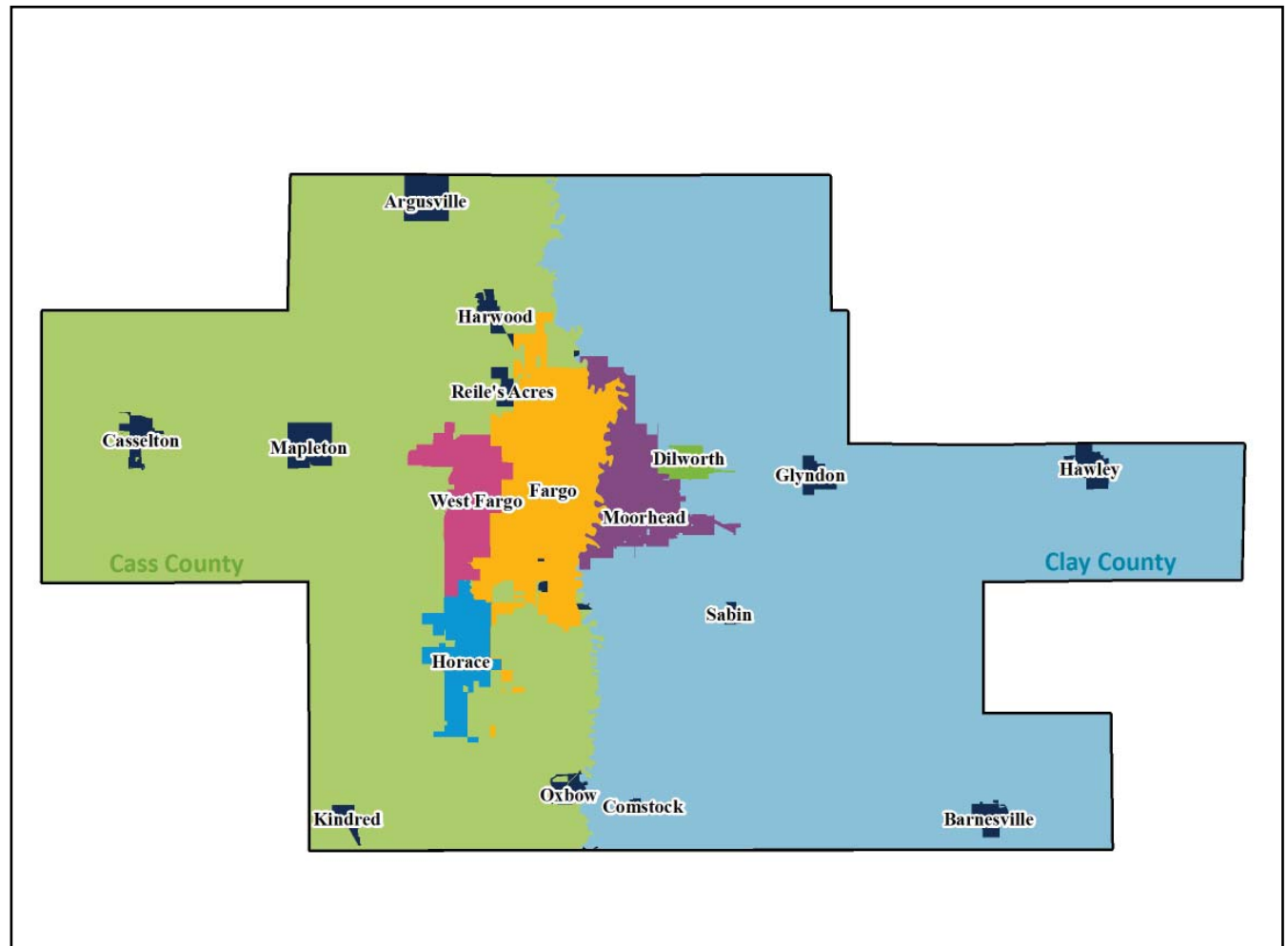
MOORHEAD 22.32 SQ. MILES

DILWORTH 3.22 SQ. MILES

BARNESVILLE 1.96 SQ. MILES

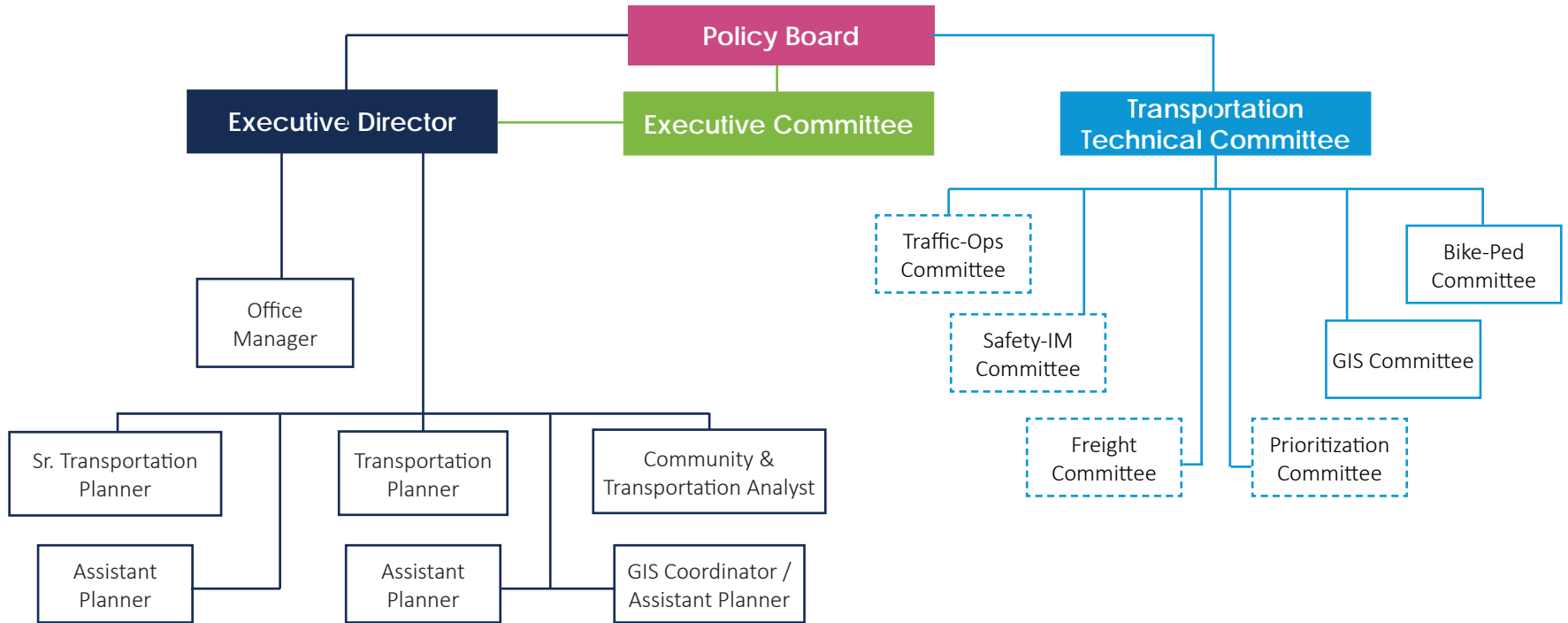
GLYNDON 1.59 SQ. MILES

HAWLEY 2.448 SQ. MILES



NOTE: Jurisdiction acreage was calculated from the GIS information provided by each jurisdiction. Associate Jurisdictions are depicted in navy, while the Member Jurisdictions are color coded by pink, purple, greens, bright blues, or yellow.

2023 ORGANIZATIONAL CHART



Metro COG
701.532.5100

Executive Director

Ben Griffith 701.532.5103

Office Manager

Savanna Leach 701.532.5101

Senior Transportation Planner

Michael Maddox	701.532.5104
----------------------	--------------

Transportation Planner

Dan Farnsworth 701.532.5106

Community & Transportation Analyst

Adam Altenburg 701.532.5105

Assistant Planner

Chelsea Levorsen	701.532.5102
------------------	--------------

Assistant Planner

Paul Bervik 701.532.5107

Assistant Planner / GIS Coordinator

Jaron Capps 701.532.5110

----- Committees that do not meet regularly or those that are called upon as needed.



VISION AND MISSION

Vision Statement

Provide quality, proactive regional planning services for a changing society.

Mission

1. Harmonize the activities of federal, state, and local agencies
2. Render technical assistance
3. Encourage public participation in the development of the area

Core Functions

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- Increase the safety of the transportation system for motorized and non-motorized users.
- Increase the security of the transportation system for motorized and non-motorized users.
- Increase accessibility and mobility for people and freight.
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- Promote efficient system management and operation.
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
- Enhance travel and tourism.

EXECUTIVE SUMMARY

Post COVID-19 Pandemic Trends

In early 2022, the metro experienced peak total infections due to the Delta and Omicron Variants of the COVID-19 Virus. In 2022, the number of people working from home decreased, showing the Metro's return to normalcy. The economy saw growth trends during 2022 as it neared pre-pandemic levels. This can be seen through Hector International Airport reporting its second highest passenger volume of all time.

Demographic Highlights

The Fargo-Moorhead Metropolitan Statistical Area (MSA) has continued to experience faster population growth than the country as a whole. In 2022, proportionally, much of this growth is estimated to have occurred within Horace, Fargo, and Dilworth. The population of the metro remains younger and more educated than national averages thanks to the number of higher education institutions in the area. However, the metro showed signs of aging, but at a much slower trend than the national average. Furthermore, the metro also continues to look more diverse despite having lower rates of foreign-born individuals and those speaking a language other than English at home. Even though the MSA is diversifying, regional trends are slower than what is occurring nationally.

Economic Recovery

The unemployment rate in the Metro continues to decrease. In 2022, the Fargo-Moorhead Metro area was ranked #2 in the nation for lowest unemployment rate and saw a slight increase within the labor force. Despite the FM Area observing increased median household incomes, the region fell below the national average. Furthermore, the regional poverty rate increased, nearing the national average.

Transportation

Vehicle miles traveled (VMT) in the region decreased from 2021, and has not caught up to pre-pandemic levels. VMT per capita rates in the Metro area are lower than 2021 and are still below the national average.

The Metro area welcomed two Amazon Warehouses at the end of 2021. In 2022 construction continued on a series of four buildings for the Dakota Commerce Center and Marvin Windows completed a major expansion. Despite new distribution center construction, both truck average daily traffic (ADT) and pounds of air cargo declined.

Amtrak's Empire Builder saw a significant increase in passenger ridership and a decline of their on-time performance in 2022. Hector International Airport also saw an improvement in both air passengers and enplanements.

Strava, a data source previously used by Metro COG, is no longer available. The number of bicycle and pedestrian activity is slightly lower this year. Metro COG saw a slight decrease in the number of non-motorized crashes but the amount of serious injuries nearly doubled.

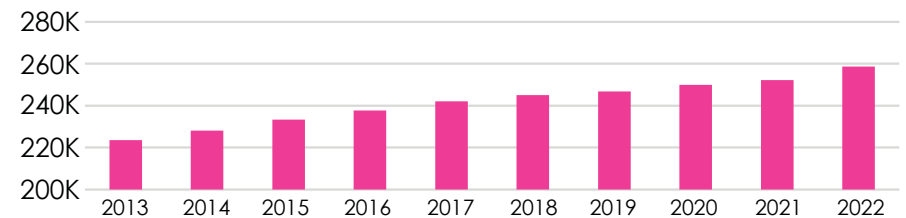
MATBUS ridership has increased in Fargo and West Fargo. Ridership is up for paratransit and Metro Senior ride as well. Ridership in Moorhead, however has decreased. In 2022, the ridership from local university students is up tremendously. Like 2021, driver shortages have required the reduction or suspension of service.

COMMUNITY PROFILE

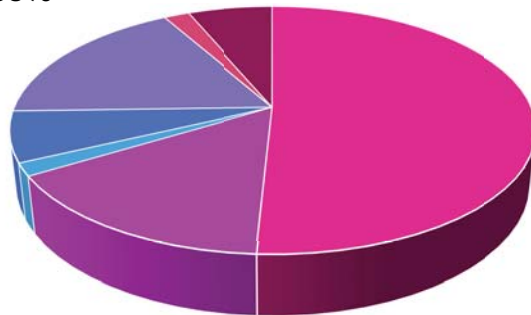
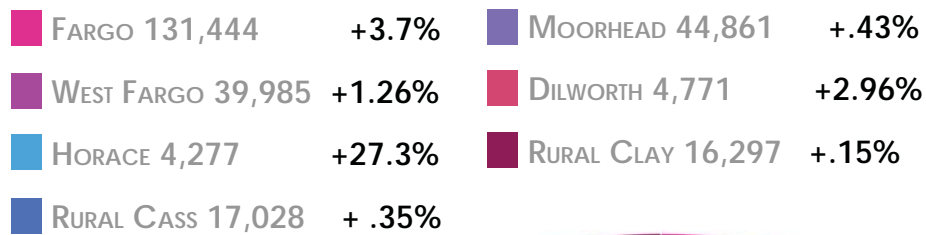
Overview



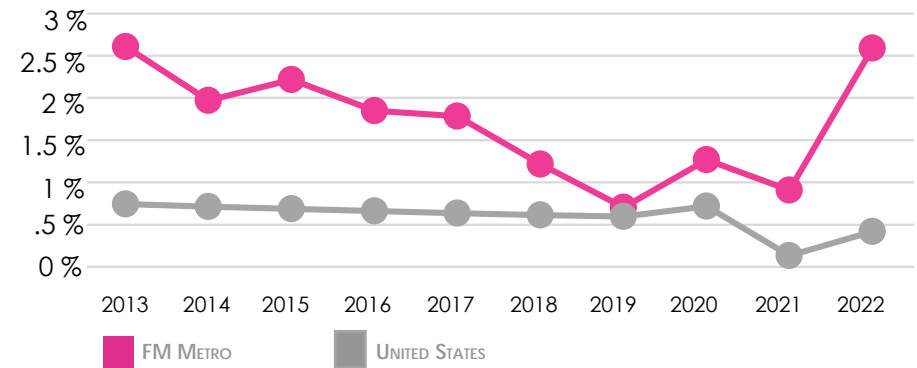
2013 - 2022
FM MSA Annual population growth



Population & Growth by jurisdiction

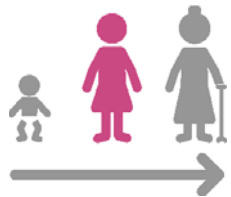


2013 - 2022
Population Growth by %



COMMUNITY PROFILE

Demographics



Median age

FM MSA **33.5** +2.7% United States **39 yrs**



Speaks a language other than English at home[^]

FM MSA **8.6%** +7.5% United States **21.7%**



Bachelor's degree or higher: 25 Years and Over

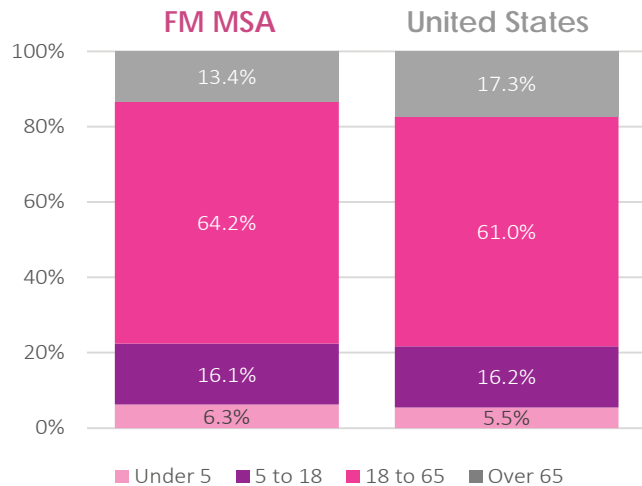
FM MSA **43%** +9.9% United States **35.7%**



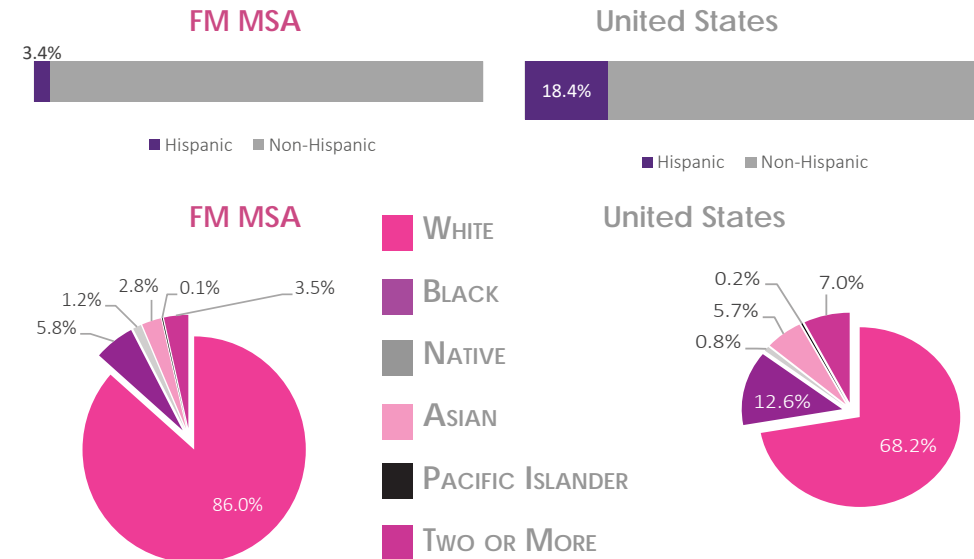
Foreign born

FM MSA **6.9%** -1.4% United States **13.6%**

Age distribution



Racial composition[^]



+ / - Designates change from previous year

[^]2017-2021 American Community Survey (ACS) 5-year estimates

COMMUNITY PROFILE

Employment



Unemployment rate in 2022

FM MSA

1.86%

-34.7%

United States

3.64%

2nd
Lowest
unemployment
rate in the
Nation!



Percent in labor force[^]

FM MSA

75.0%

+ .67%

United States

63.6%



Median household income[^]

FM MSA

\$68,531

+3.8%

United States

\$69,021



Percent in poverty[^]

FM MSA

11.3%

+18.9%

United States

12.6%



Worked from home[^]

FM MSA

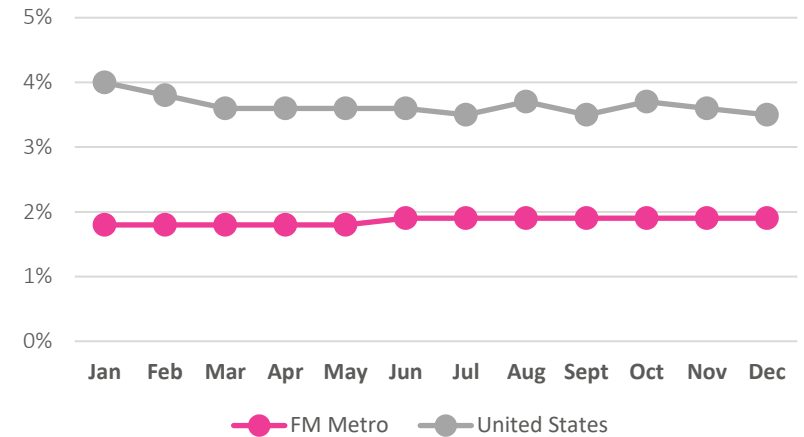
7.0%

-47.7%

United States

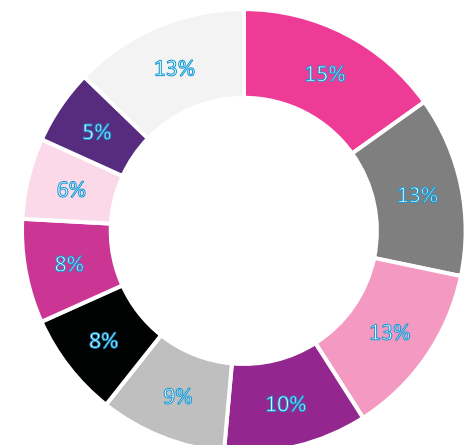
9.7%

Unemployment rate in 2022 by month



Top 10 industries ranked by employment

- Sales
- Healthcare
- Office and Admin
- Transportation
- Management
- Food and Serving
- Business and Finance
- Construction
- Education
- Everything else



+ / - Designates change from previous year

[^]2017-2021 American Community Survey (ACS) 5-year estimates

NOTE: For full industry titles and more comprehensive economic profile, see "Economic Profile" in Additional Resources.

COMMUNITY PROFILE

Housing

Average household size

FM MSA
2.26 -2.5%

United States
2.50

Owner-occupied rate[^]

FM MSA
56.5%

United States
64.6%

2022 30-Yr Fixed Mortgage US Average

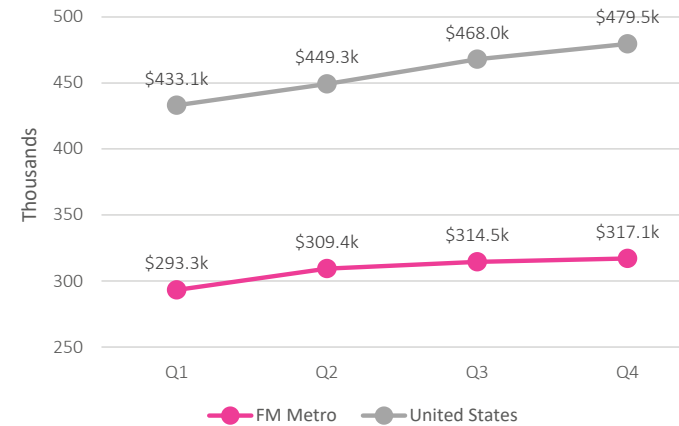
Average
5.64%

Year High

7.08%

Year Increase
3.20%

2022 Median Household Price



NOTE: House prices may not be reflective of additional special assessment costs



116,595

Housing units metro wide



2,403

Building permits issued in 2022

1033

New single-family residential units

+411 Fargo
+193 West Fargo
+308 Horace
+59 Moorhead
+16 Dilworth
+46 Associate Jurisdictions

1370

New multi-family residential units

+996 Fargo
+55 West Fargo
+180 Horace
+139 Moorhead
+0 Dilworth
+0 Associate Jurisdictions

NOTE: For more in-depth information, see "Permits Plus" in Additional Resources.

+ / - Designates change from previous year

[^]2017-2021 American Community Survey (ACS) 5-year estimates

ROADWAYS

Overview

Vehicle miles traveled (VMT)

2.3 billion+

Change from 2021

-3.2%

Auto Travel Time Reliability (Interstate)

ND Portion of the MPA

100%

MN Portion of the MPA

100%

Auto Travel Time Reliability (Non-Interstate)

ND Portion of the MPA

98.2%

MN Portion of the MPA

89.4%

NOTE: For more information, see "Performance Measures" in Additional Resources.



VMT per capita

FM Metro

9,154

United States

9,508



Average commute time in minutes[^]

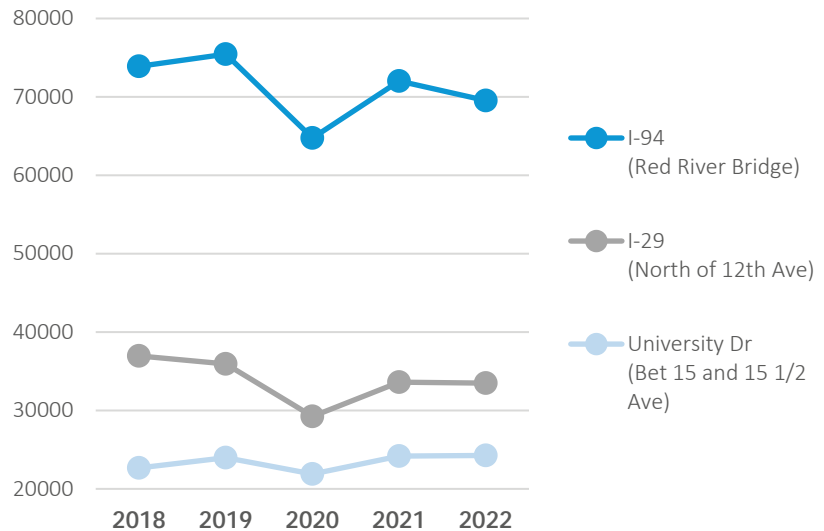
FM Metro

18.0

United States

26.8

Average Daily Traffic on I-94, I-29 and University Dr



Sources in this section: NDDOT, MnDOT, American Community Survey (ACS) estimates
[^]2017-2021 American Community Survey (ACS) 5-year estimates

ROADWAYS

Projects



Number of TIP Projects in 2022

43

Total cost

\$ 96,382,096

Federal funding

\$ 69,928,209

State funding

\$ 32,695,472

Local funding

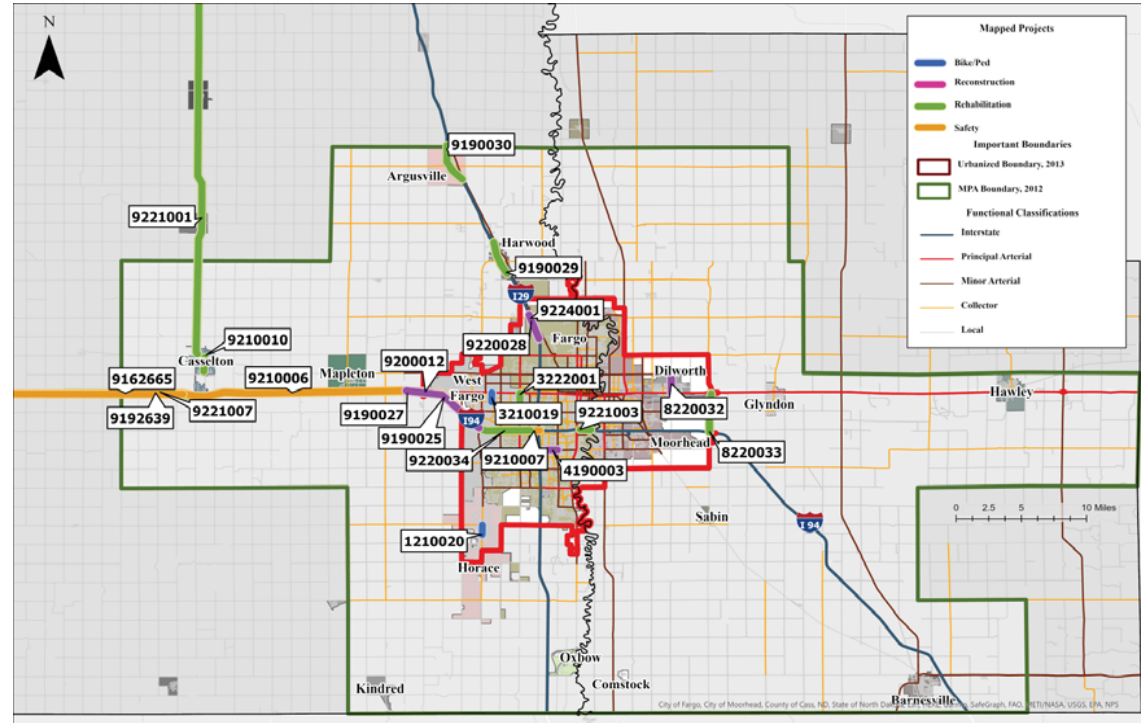
\$ 38,743,415

Top 2022 Federal Funded TIP Projects



Interstate Maintenance on I-94 (9190025)
Interstate Maintenance on I-94 (9190027)
Reconstruction of 32nd Ave S (4190003)
Reconstruction of 52nd Ave S (4200016)
Safety Improvements on I-94 (9210006)
Safety Improvements on I-94 (9221007)

2022 Mapped Federally Funded TIP Projects



ROADWAYS

Safety & Pavement Condition Targets



ND-Side of the FM MPA 2022 safety data

8	Number of fatalities
58	Number of serious injuries
8	Number of non-motorized fatalities and non-motorized serious injuries

MN-Side of the FM MPA 2022 safety data

4	Number of fatalities
4	Number of serious injuries
1	Number of non-motorized fatalities and non-motorized serious injuries

ND-Side of the FM MPA 2022 Pavement Conditions



84.46%	of Interstate in good condition
0.11%	of Interstate in poor condition
12.28%	of non-Interstate in good condition
0.44%	of non-Interstate in poor condition

MN-Side of the FM MPA 2022 Pavement Conditions

61.95%	of Interstate in good condition
0.0%	of Interstate in poor condition
56.34%	of non-Interstate in good condition
1.60%	of non-Interstate in poor condition

ND-Side of the FM MPA 2022 Bridge Conditions



54.2%	of NHS bridges in good condition
1.7%	of NHS bridges in poor condition

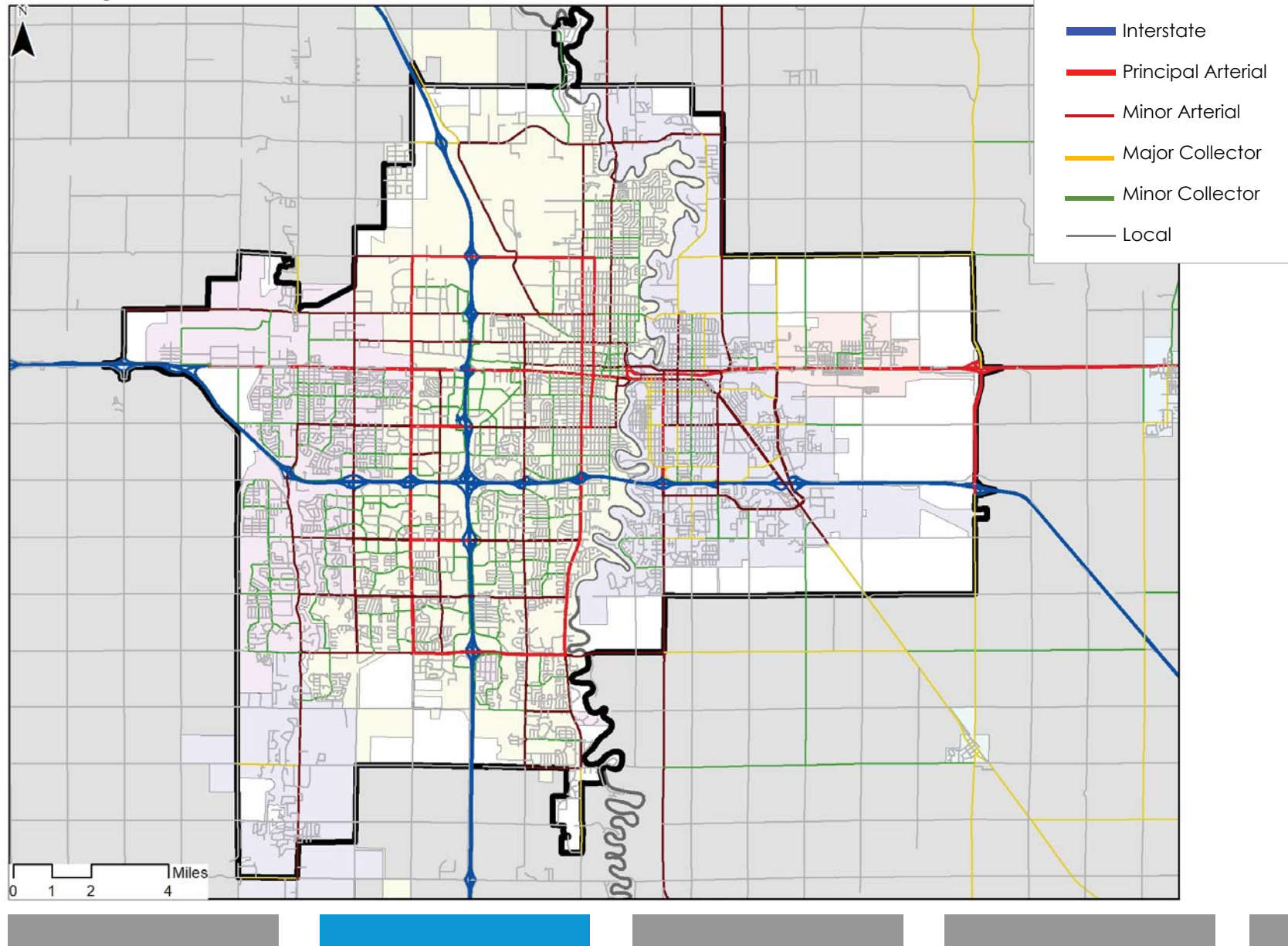
MN-Side of the FM MPA 2022 Bridge Conditions

38.5%	of NHS bridges in good condition
4.6%	of NHS bridges in poor condition

ROADWAYS

Functional Classification

No Change in Function Classification from 2021



FREIGHT

Overview



Air cargo total landed weight in 2022 (lbs)
410 million

Change from year previous
-2.5%



Truck Travel Time Reliability Index (TTTR)

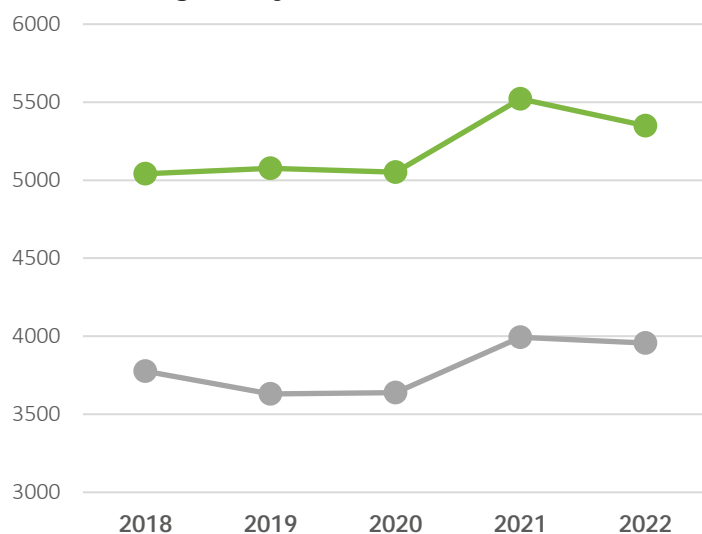
Fargo-Moorhead
MPA

1.26

Minneapolis-St Paul
MPA

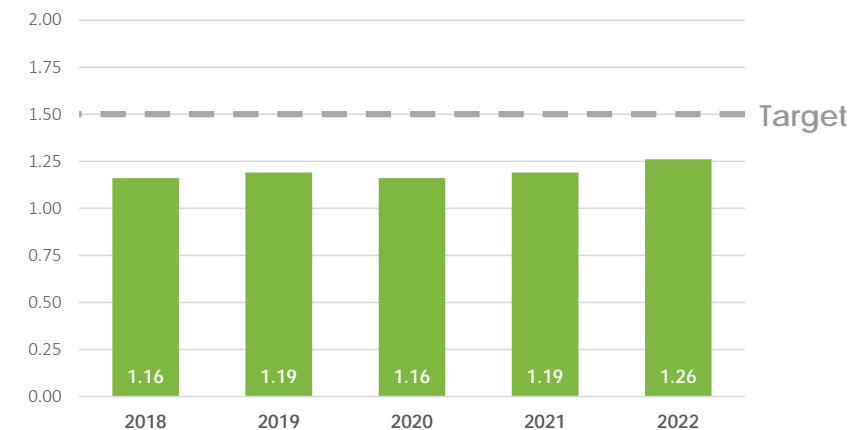
1.75

Truck Average Daily Traffic (ADT) on I-94 and I-29



- I-94 / Red River Bridge
- I-29 / North of 12th Ave.

TTTR Actual vs Target



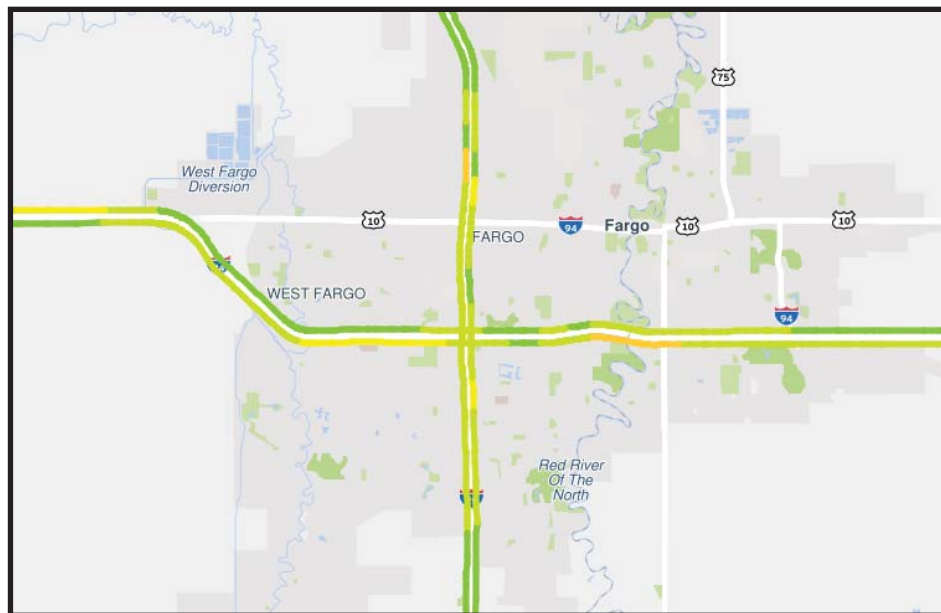
NOTE: For more information, see "Performance Measures" in Additional Resources.

FREIGHT

Truck

9 Number of unreliable road segments

- I-29 southbound approaching 12th Avenue N/EXIT 66 in Fargo
- I-29 northbound approaching 12th Avenue N/Exit 66 in Fargo
- I-94 eastbound approaching 45th Street/Exit 348 in Fargo
- I-29 northbound at 32nd Avenue/Exit 62 in Fargo
- I-94 westbound from County Road 15/Exit 340 between Fargo & West Fargo
- I-94 eastbound at I-29 Interchange
- I-94 eastbound approaching US-75/Exit 1 in Moorhead



New Facilities

Amazon

1.3 million sf Fargo distribution warehouse opened (Late 2021)

Amazon

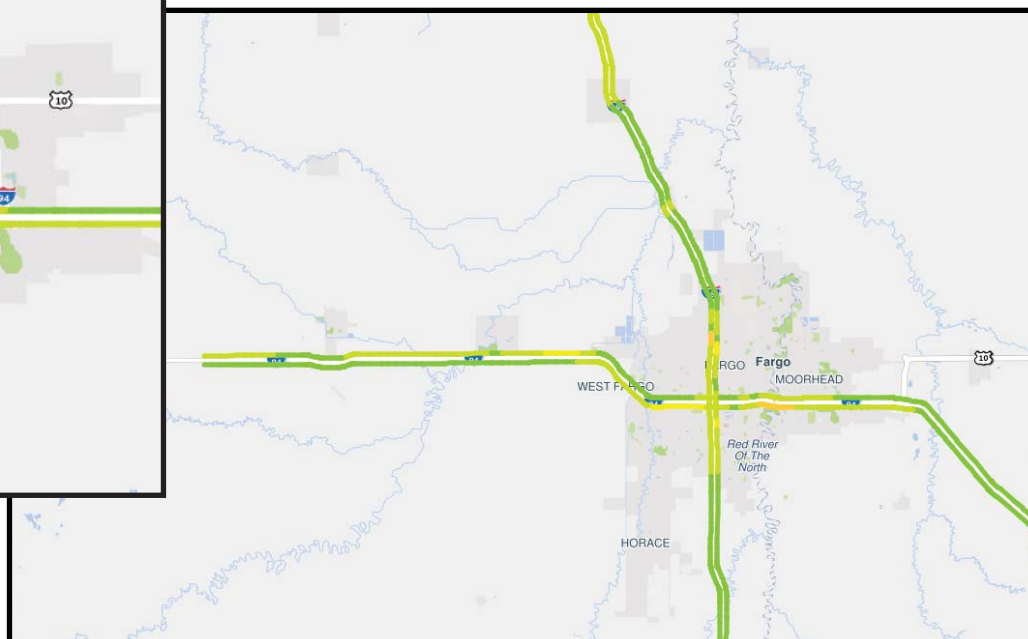
63,000 SF West Fargo distribution Center opened (March 2021)

Marvin Windows

expanded their distribution center in March (2022)

Dakota Commerce Center

continued construction on their four-building e-commerce facility



FREIGHT

Rail and Air



Fargo Amtrak station
ridership in 2022

14,723

Change from 2021

+40.1%

Empire Builder
passengers in 2022

303,568

Change from 2021

+37.6%

Empire Builder on-time
performance

48.0%

Change from 2021

-12.3%

Trains per Day

Crossing #070839F, North Track

6 BNSF Freight & **2** Empire Builder

Crossing #070807A, South Track

26 BNSF Freight



FAR air passengers
in 2022

908,075

Change from 2021

+14.0%

FAR enplanements
(boarding) in 2022

455,512

Change from year
previous

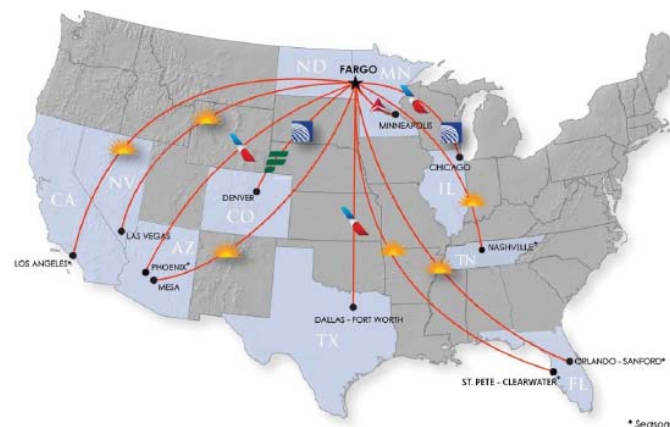
+14.1%

2022 was
the **2nd** busiest
passenger year
on record



NOTE: For more information, see "Hector International Airport Year-End Statistics" in Additional Resources.

Direct Flights from Hector International Airport

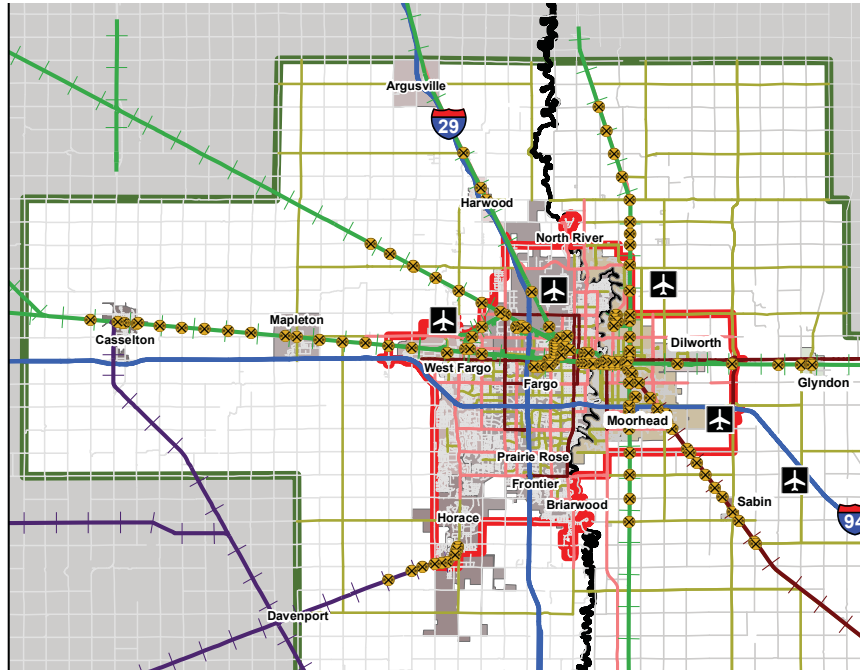


NOTE: For more information, see "Fargo Amtrak Station" in Additional Resources.

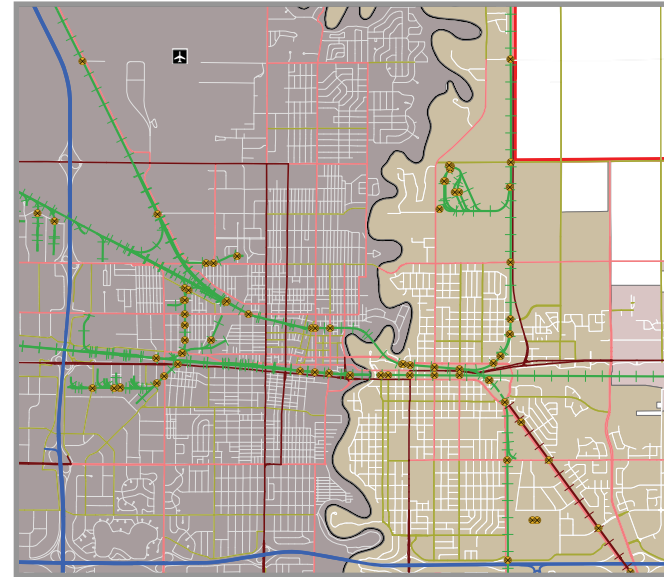
+ / - Designates change from previous year

FREIGHT

Rail and Air Map



Downtown Inset



Legend

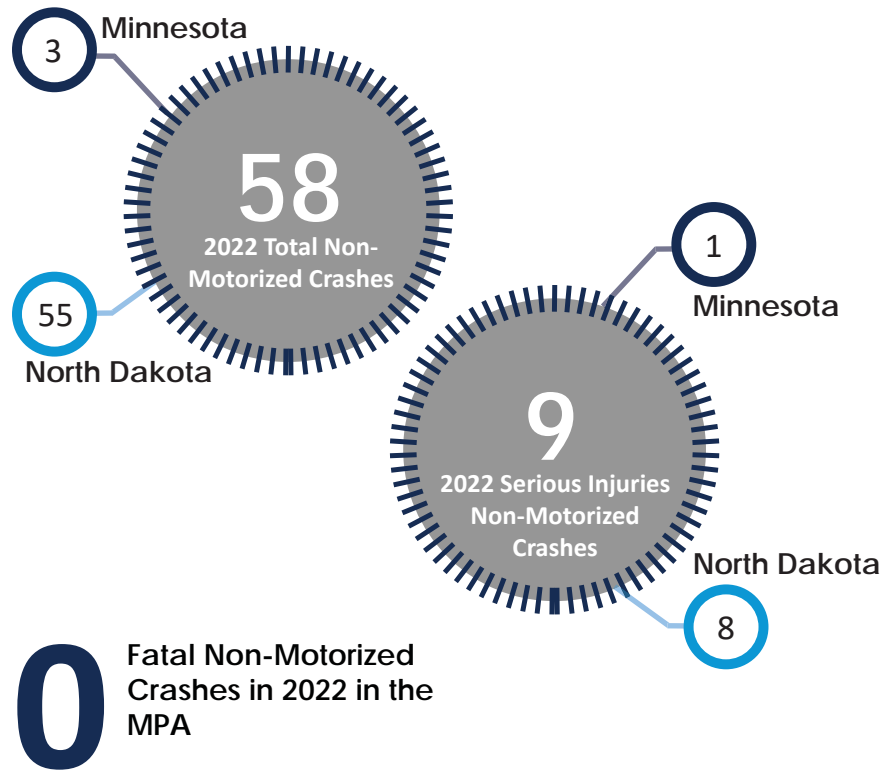
- | | |
|------------------------------|-----------------------|
| MPA Airport Locations | Interstate |
| At-Grade Rail Crossings | Principal Arterial |
| Clay County Railroads | Minor Arterial |
| BNSF | Collector |
| OTVR | Local and Other Roads |
| Cass County Railroads | UZA Boundary |
| BNSF | MPA Boundary |
| CPRS | |
| RRVW | |

All Aboard NORTHWEST

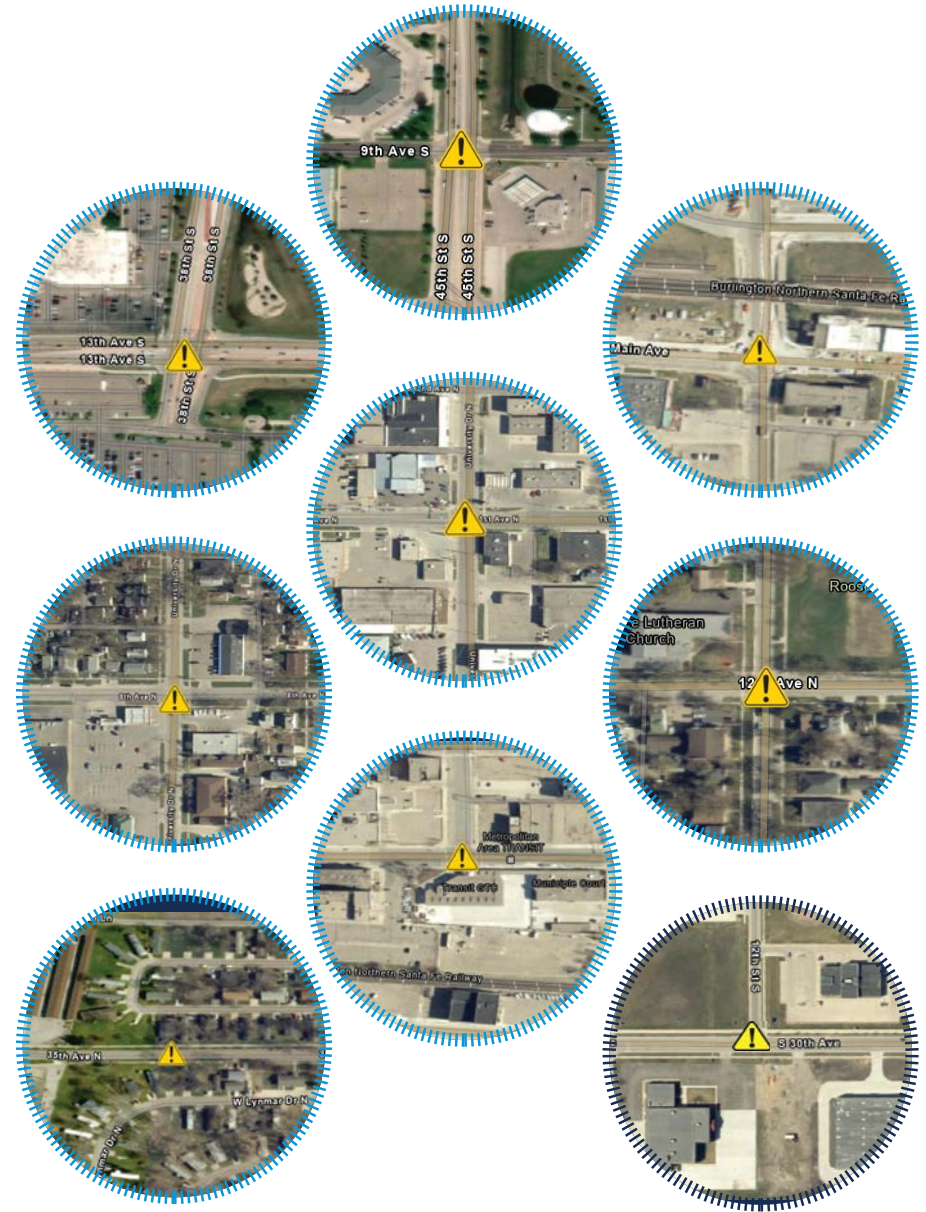
Created in 2021, All Aboard Northwest officially became a registered 501(c)(4) nonprofit in 2022. All Aboard Northwest is the Greater Northwest Passenger Rail Working Group, working to bring economic, environmental and equity benefits to the communities of the Greater Northwest. They advocate for the needs of rail passengers, especially on a regional scale over state lines, and coordinates with infrastructure and transportation interests to strengthen relationships with groups and citizens.

BIKE & PEDESTRIAN

Safety Overview



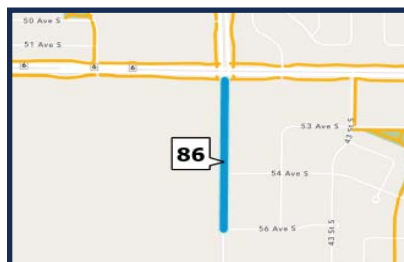
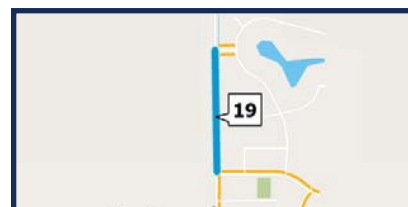
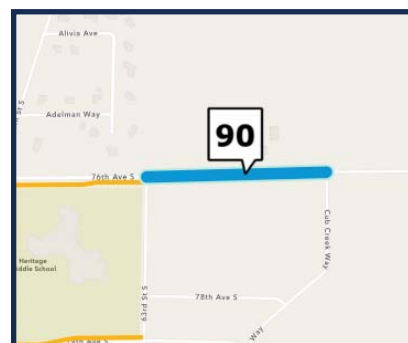
Serious Non-Motorized Crash Locations



NOTE: For more information, please click [here](#) or see "Performance Measures" in additional resources.

Sources in this section: NDDOT, MnDOT
2023 METROPOLITAN PROFILE | 22

BIKE & PEDESTRIAN Projects



Partially Complete

Center Ave (4th St to 8th St) (50)
CR 17 (81st Ave S to 76th Ave S) (71)
45th St (52nd Ave S to 56th Ave S) (86)
76th Ave S (63rd St to Cub Creek Pkwy) (90)
7th St NE (8th Ave NE to Summerwood) (19)

Completed

64th Ave S (33rd St to 45th St) (84)
7th St NE (US 10 to 3rd Ave NE) (94)

Bikeway Topologies

249
Miles of Shared-Use Bikeway Paths

11
Miles of Bikeway Lanes

9
Miles of Signed Bike Lanes

8
Miles of Bikeway Sharrows (shared-lane)

5
Miles of Buffered Bike Lanes

<1
Miles of Separated Bike Lanes

BIKE & PEDESTRIAN

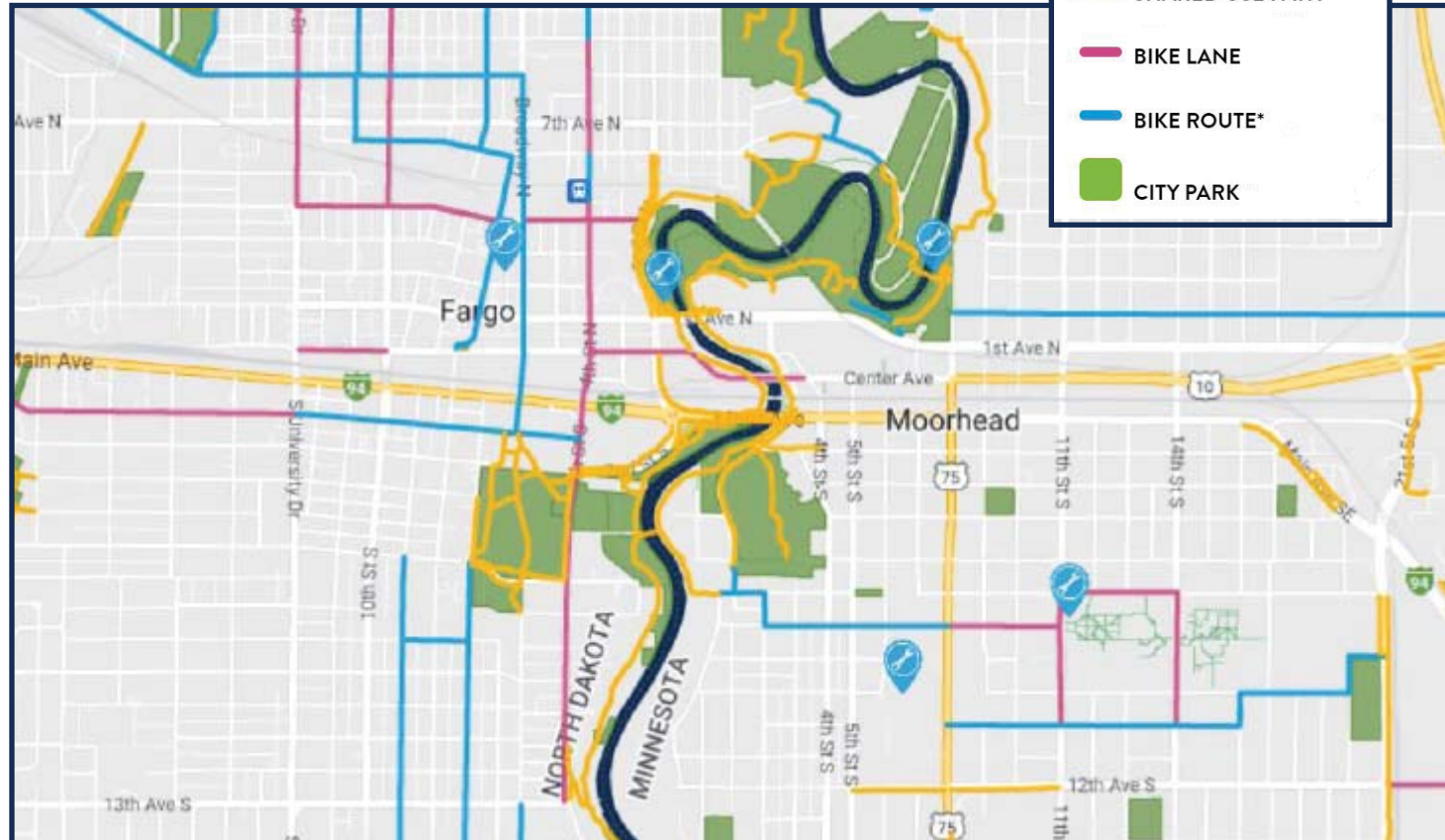
Network map



Fargo-Moorhead Bike Map

The application is available on Google Play and the Apple App Store

The bike map of the Fargo-Moorhead metro area includes locations of bikeways (streets with sharrows, wide shoulders, bike lanes or bike-signed roadways) and shared use paths (paths for biking and walking). Also included in the map are the locations of bike repair stations and bike lockers.



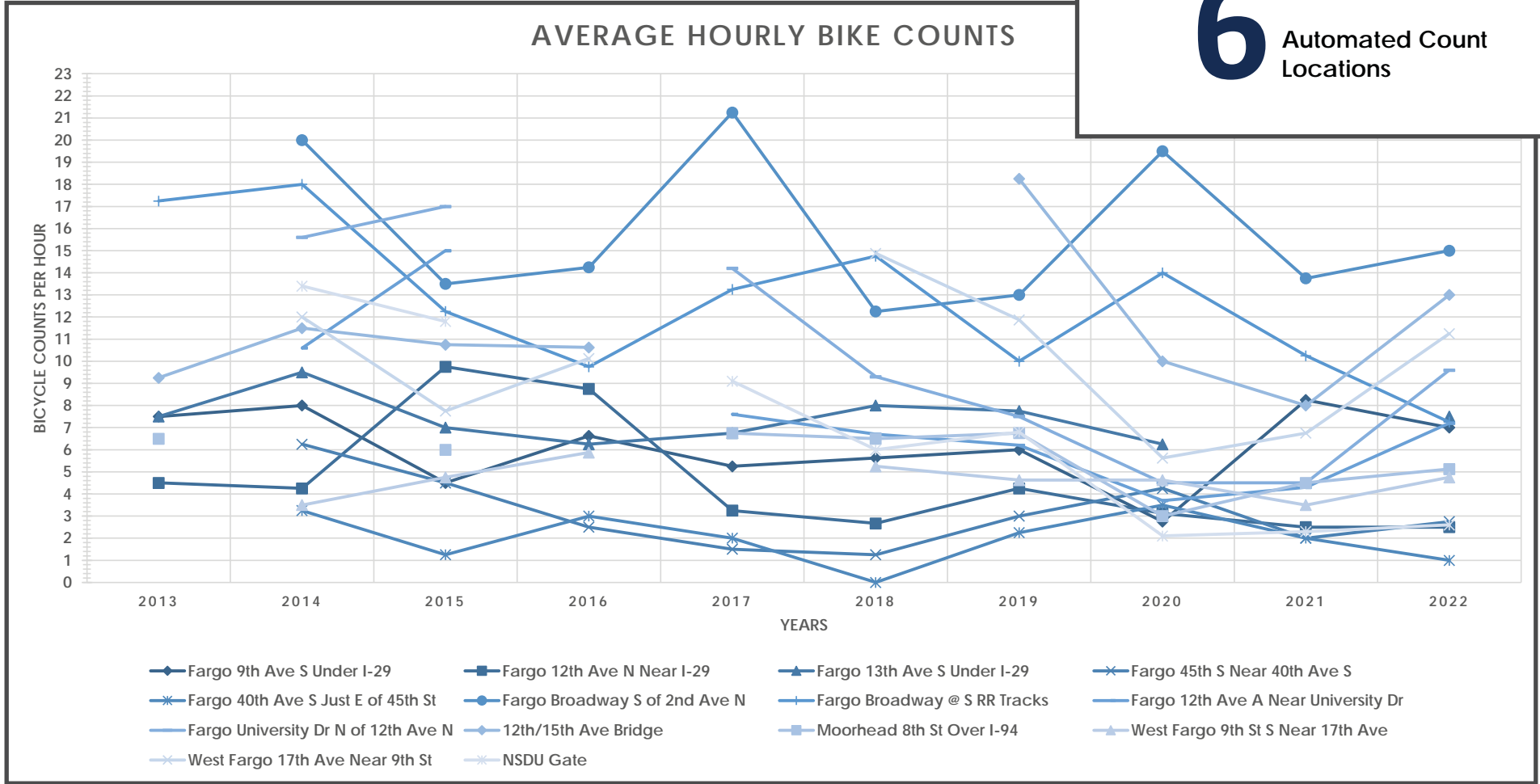
NOTE: For the most up-to-date bike network map, please click [here](#) or see "Fargo-Moorhead Bike Map" in additional resources.

BIKE & PEDESTRIAN

Bicycle Counts

16 Manual Count
Locations - Taken once
a year

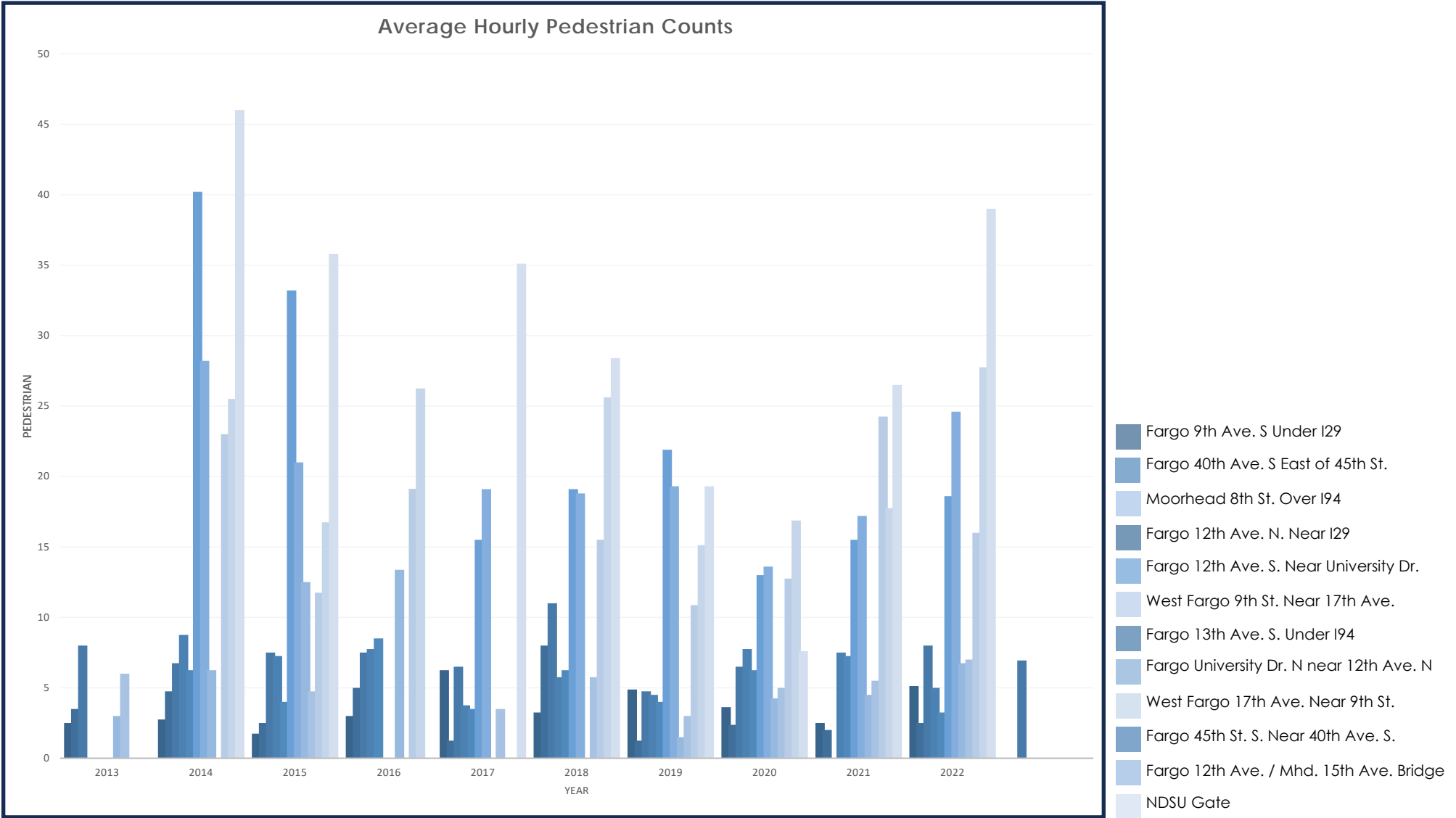
6 Automated Count
Locations



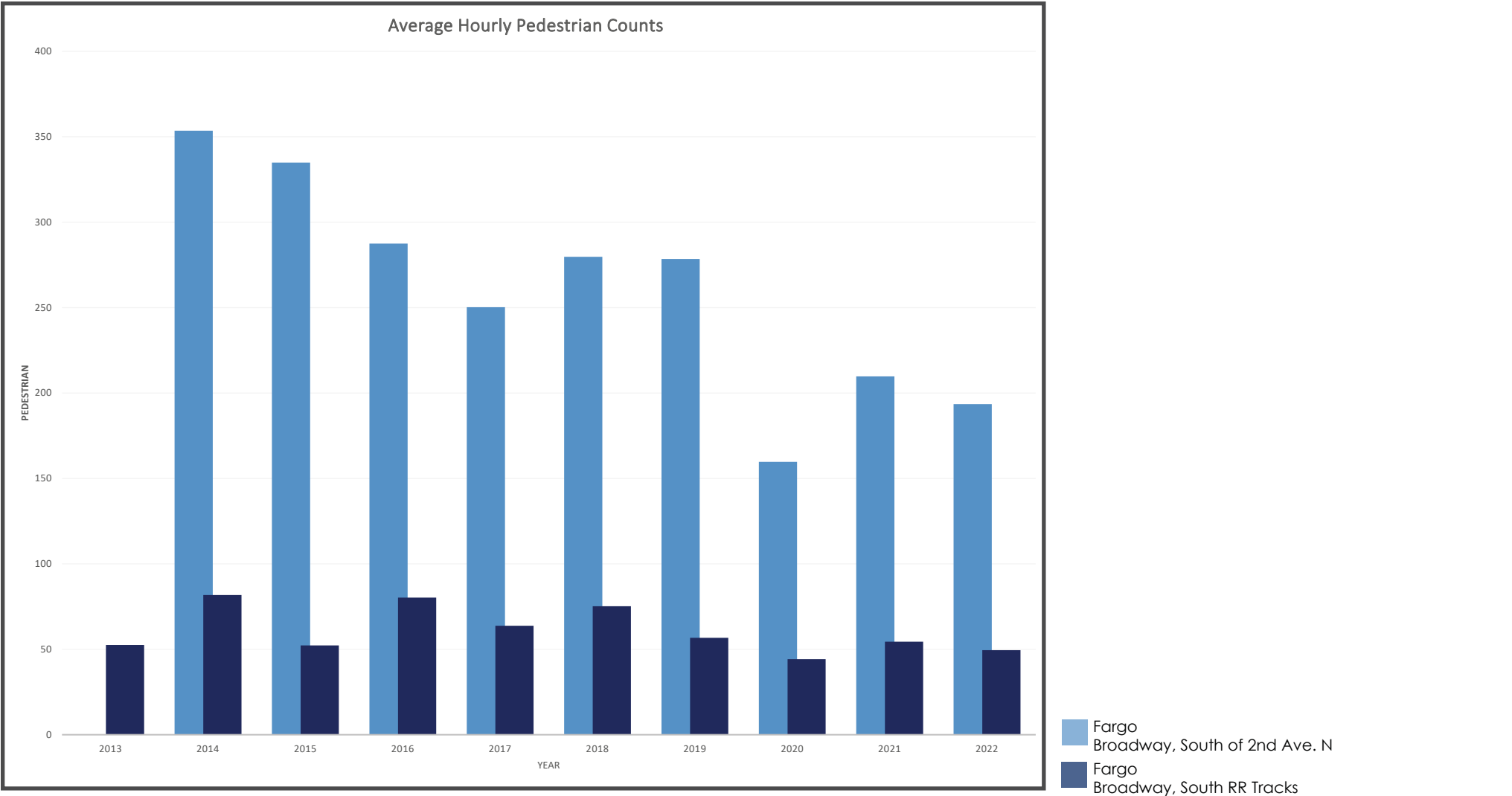
NOTE: For more information about the most recent counts, please click [here](#) or see “Bike & Ped Count Report” in additional resources.

BIKE & PEDESTRIAN

Pedestrian Counts



Broadway Pedestrian Counts



NOTE: For more information about the most recent counts, please click [here](#) or see “Bike & Ped Count Report” in additional resources.



TRANSIT

Overview



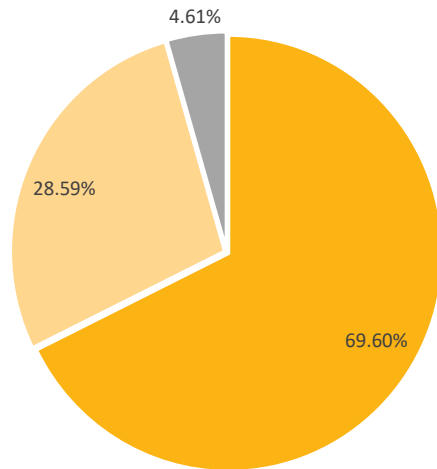
Total MATBUS
passengers in 2022

1,244,233

Change from year
previous

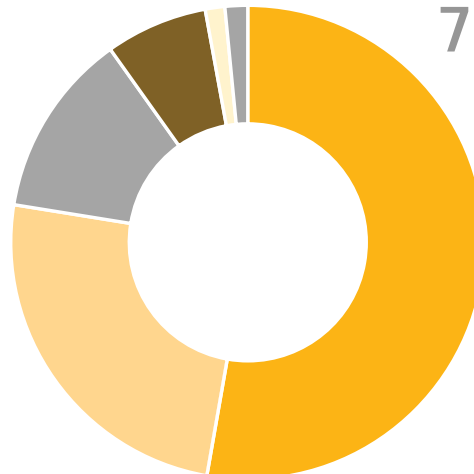
+5.27%

Driver shortages have significantly decreased MATBUS operations. Including reduced and eliminated routes and shortened operating hours. However, MATBUS had exponential increases in the numbers of student ridership.



Fargo Moorhead Paratransit

Adult
College
Disabled
Elderly
Youth
Child



Fargo/West Fargo
passengers in 2022

837,015

Change from year
previous

+6.45%

Moorhead/Dilworth
passengers in 2022

343,863

Change from year
previous

-5.46%

Paratransit passengers
in 2022

55,422

Change from year
previous

+4.75%

Metro Senior Ride
Mhd/Dilworth in 2022

7,932

Change from year
previous

+18.74%

NDSU + **55.21%**

MSUM + **39.37%**

Concordia + **43.48%**

M|State + **46.39%**

NDSCS - **21.52%**

+ / - Designates change from previous year

Sources in this section: MATBUS

TRANSIT

Projects

Route and Service Changes - Due to Driver Shortage (January, 2022)

- ❑ MATBUS service end time was changed from 11:15pm to 9:45pm
- ❑ TapRide service to the Fargo Industrial Park was suspended on Saturday
- ❑ Route 32W was temporarily eliminated
- ❑ Route 33 was reduced to 10 minute frequency all day
- ❑ Routes 11, 13, and 14 were reduced from 30 minute frequency to 60 minute frequency
- ❑ Route 15 was reduced from 15 minute frequency to 30 minute frequency, with an additional vehicle on route from 10:30am to 5:30pm to provide additional service during peak service times

Marketing

- ❑ Created a new commercial to show the benefits of riding MATBUS during winter weather
- ❑ Promoted transit to new riders during Try MATBUS Week
- ❑ Provided LinkFM service during the Street Fair, Scandinavian Festival, Frostival, Celtic Festival, and the Trollwood Mainstage Musical
- ❑ Offered Get Your Can on the Bus promotion during Earth Week
- ❑ Educated college students at back to school events in the Holiday Lights Parade
- ❑ Sponsored a Red Hawks and Fargo Force game

Fares

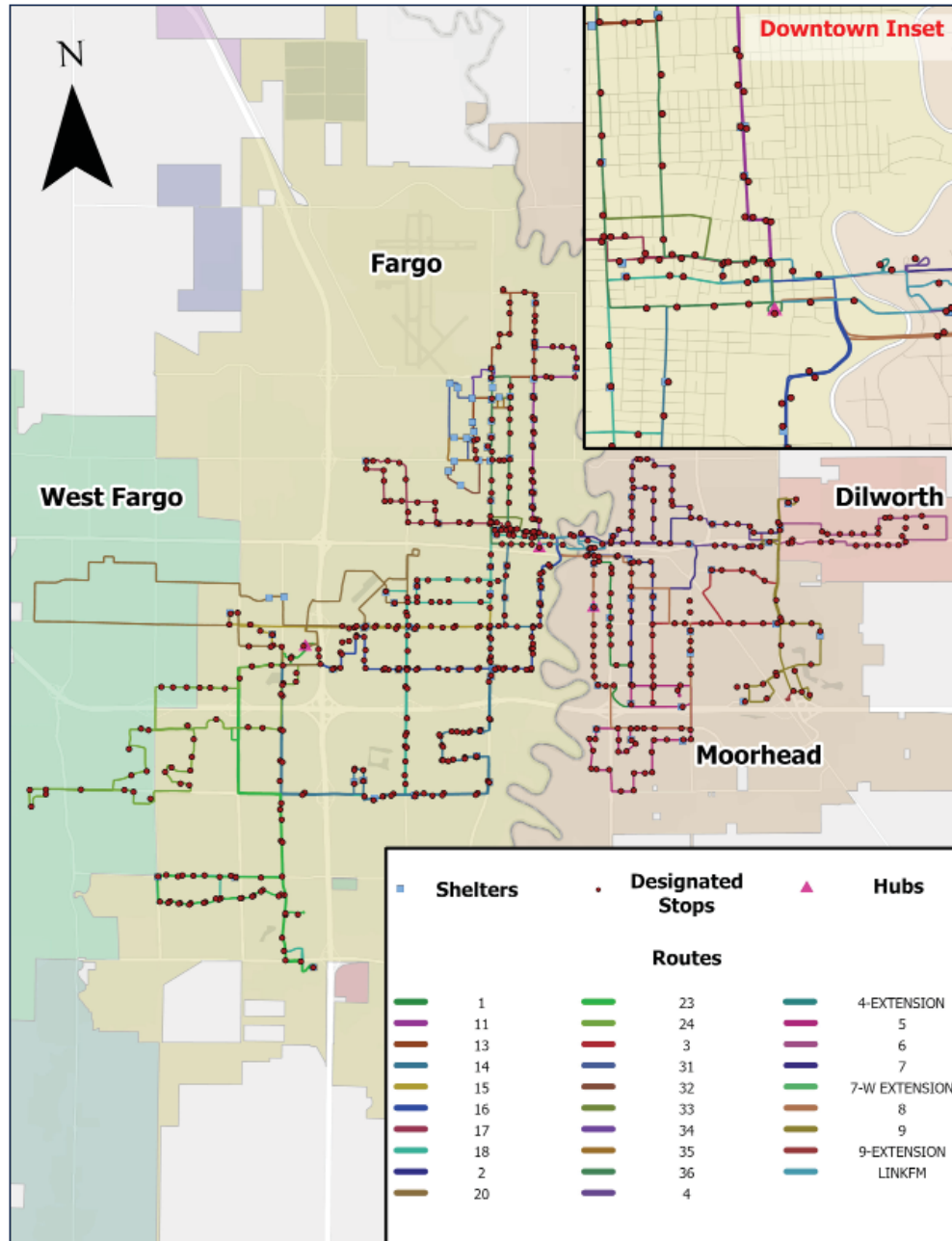
- ❑ Implemented the MATBUS Connect system, allowing riders to pay with their account balance through a MATBUS Connect card or the MATBUS Connect app
- ❑ Monthly fare rates were increased from \$40.00 to \$42.00 (adult) and \$26.00 to \$27.00 (discount) and monthly cycles were increased from 30 to 31 days
- ❑ The downtown business pass was changed to the business pass to allow other area business to purchase discounted bus passes for their employees. Fare was increased from \$22.50 for 30 days to \$27 for 31 days.
- ❑ College Semester Pass was changed from \$45 per semester to \$60 for 120 days (Non U-Pass Students)
- ❑ Established a new Paratransit Sunday Fare for the general public who are not ADA Paratransit eligible of \$25.

Studies

- ❑ Began Transit Reorganization Study
- ❑ Updated Safety Plan in July 2022
- ❑ Updated to Transit Asset Management Plan in October 2022.
- ❑ Completed the FTA Triennial Review (covering four years due to pandemic)

TRANSIT

Route Map



Inventory

Fleet

- 12** 35 ft. Buses owned by Moorhead, all diesel (acquired between 2015-2020)
- 25** 35' Buses owned by Fargo, of which 2 are diesel-electric hybrid buses (acquired between 2007-2021)
- 6** 40' Buses owned by Fargo, of which all are diesel-electric hybrid buses

On Demand

- 2** - On Demand vehicles owned by Fargo

Paratransit

- 4** - Cutaway buses owned by Moorhead
- 11** - Cutaway buses owned by Fargo
- 1** - Passenger Van owned by Fargo

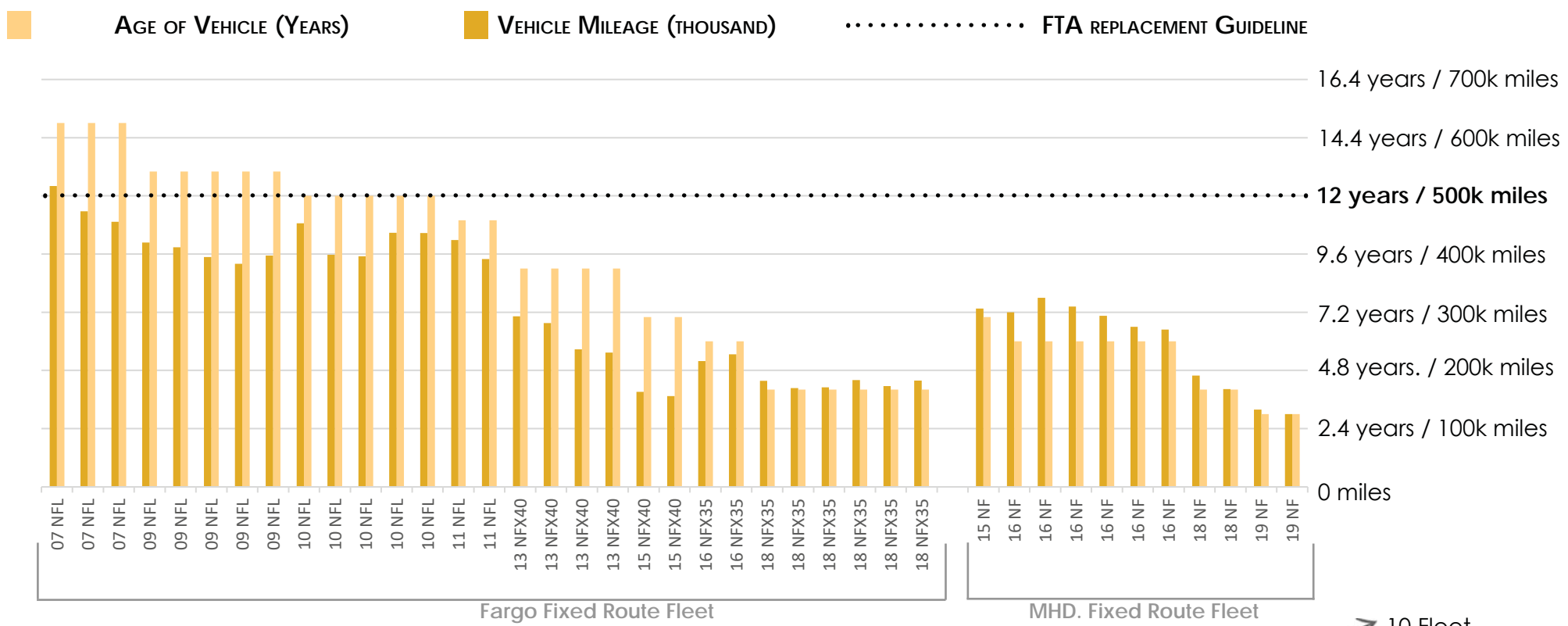
Valley Senior Service

- 4** - Dodge Caravans owned by Moorhead

TRANSIT

Vehicle Condition

FLEET BUSES (GREATER THAN 35 FEET)



AVERAGE MILEAGE
FARGO FLEET **319,098 miles**

AVERAGE MILEAGE
MOORHEAD FLEET **215,964 miles**

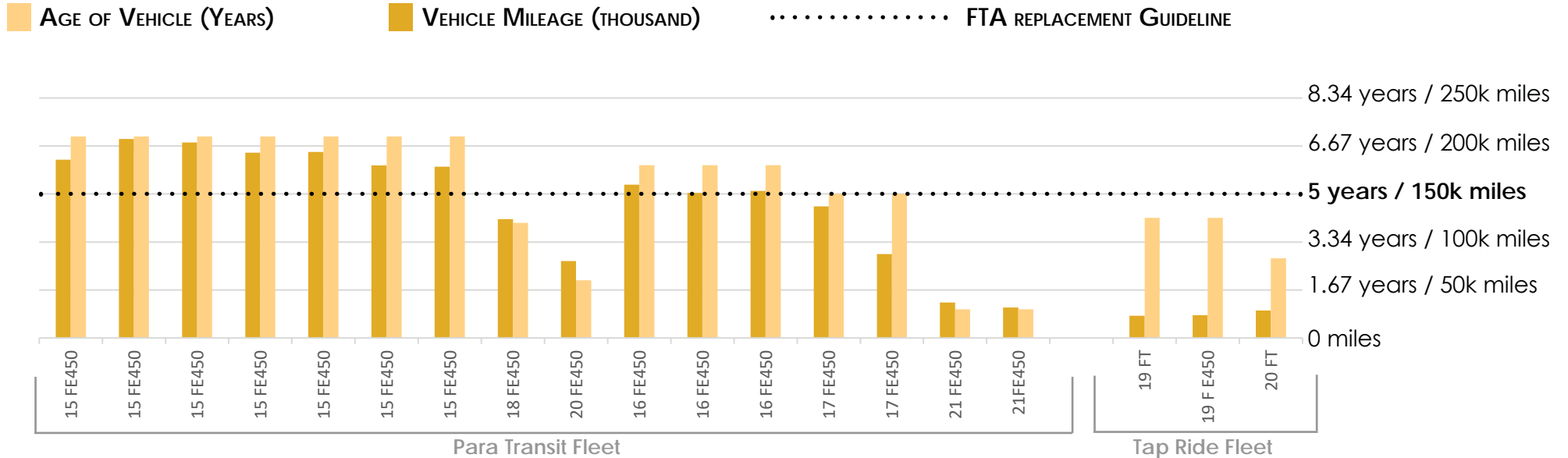
10 Fleet Replacements Ordered in 2022

13 NEED REPLACEMENT

TRANSIT

Vehicle Condition

PARA TRANSIT BUSES (LESS THAN 30 FEET)



AVERAGE MILEAGE PARATRANSIT FLEET **143,913 miles**

AVERAGE MILEAGE TAP RIDE FLEET **25,233 miles**

12 NEED REPLACEMENT

6 Para Replacements Ordered in 2022

ACRONYMS

ACS	American Community Survey (U.S. Census Bureau)
ADT	Average Daily Traffic
FAR	Hector International Airport, Fargo
FM	Fargo-Moorhead
FTA	Federal Transit Administration
GTC	Ground Transportation Center
MATBUS	Metro Area Transit of Fargo-Moorhead
Metro COG	Fargo-Moorhead Metropolitan Council of Governments
MnDOT	Minnesota Department of Transportation
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MSA	Metropolitan Statistical Area (includes all of Cass County and Clay County)
MTG	Metro Transit Garage
MTP	Metropolitan Transportation Plan
NDDOT	North Dakota Department of Transportation
NHS	Non-Highway System
NPMRDS	National Performance Management Research Data Set
TDP	Transit Development Plan
TIP	Transportation Improvement Program
TDM	Travel Demand Model
TMA	Transportation Management Area
TTTR	Truck Travel Time Reliability (only applies to the National Highway System)
VMT	Vehicle Miles Traveled



ADDITIONAL RESOURCES

Bike & Ped Count Report fmmetrocog.org/resources/planning/bicycle-pedestrian-planning

Economic Profile <https://fred.stlouisfed.org/>

Fargo Amtrak Station greatamericanstations.com/stations/fargo-nd-far/

safetydata.fra.dot.gov/officeofsafety/publicsite/crossings

Fargo-Moorhead Bike Map fmmetrocog.org/fmbikemap

Hector International Airport Year-End Statistics fargoairport.com/december-2022-year-end-statistics/

Permits Plus issuu.com/homebuildersassociation/docs/permits_plus_issue_1_2022

Performance Measures fmmetrocog.org/resources/performance-measures

Transportation Improvement Program (TIP) fmmetrocog.org/TIP



METROCOG
WWW.FMMETROCOG.ORG

Demographic information based on data from the [U.S. Census](#).

Population

AREA	2010	2020
City of Moorhead	38,065	44,505
Fargo-Moorhead Metropolitan Statistical Area	208,777	249,843

Racial Distribution

RACE	2010	% 2010	2020	% 2020
White	34,530	90.7%	36,304	81.57%
Black	775	2%	2,997	6.73%
American Indian	580	1.5%	936	2.10%
Asian	758	2%	720	1.62%
Native Hawaiian & Other Pacific Islander	17	<1%	16	<1%
Other	416	1.1%	701	1.58%
2 or more Races	989	2.6%	2,831	6.36%

**Although not a race, the Hispanic population accounted for 2,378 residents in 2020 and 1,576 residents in 2010.*

Gender Information

GENDER	2010	2019*
Male	18,439	21,116
Female	19,626	21,823

Age Distribution

AGE	2010	2019*
0-4	2,478	2,924
5-14	4,211	3,048
15-19	4,009	2,384
20-24	6,274	5,516
25-44	8,938	11,480
45-54	4,289	3,974
55-64	3,483	4,289
65-74	1,952	2,740
75-84	1,591	1,421
85+	840	1,018
Median Age	28.3	30.4

Household Information

HOUSEHOLDS	2010	2019*
Total Family Households	15,274	16,495
Total Occupied Households	14,304	16495
Married Couple Households	6,229	7,700
Female Headed Households	1,514	1,329
Male Headed Households	629	619
Single Occupant Households	5,932	NA
Persons in Group Quarters	3,650	NA
Persons Per Household	2.41	2.39

***2019 ACS 5 Year Estimate**

All Cities (/) / Minnesota (/city/Minnesota.html), MN smaller cities (/city/Minnesota2.html), MN small cities (/city/Minnesota3.html)
/ Clay County (/county/Clay_County-MN.html) / Dilworth, MN housing info (/housing/houses-Dilworth-Minnesota.html)
/ Dilworth, Minnesota


Like 2 people like this. [Sign Up](#) to see what your friends like.

Hair Addiction Salon
Celebrity Hair Extensions
Our stylists are changing lives with extension clients every single day.

Directions


Website

Dilworth, Minnesota



(/picfiles/picc80010.php)

add
your



Submit your own pictures of this city and show them to the world.
See promotion details and to upload your Dilworth Minnesota photos (/sendpic.php?w=Dilworth-Minnesota.html&n=Dilworth)



41°F
less than
1/4 mile
Wind: Calm
Pressure: 30.24 in
Humidity: 93%

(/www.city-data.com/forecast/w-Dilworth-Minnesota.html)

Current weather forecast for Dilworth, MN (/forecast/w-Dilworth-Minnesota.html)

Population in 2021: 4,634 (93% urban, 7% rural).
Population change since 2000: +54.4%

Males: 2,332 (50.3%)
Females: 2,302 (49.7%)

Median resident age: 42.7 years
Minnesota median age: 38.8 years

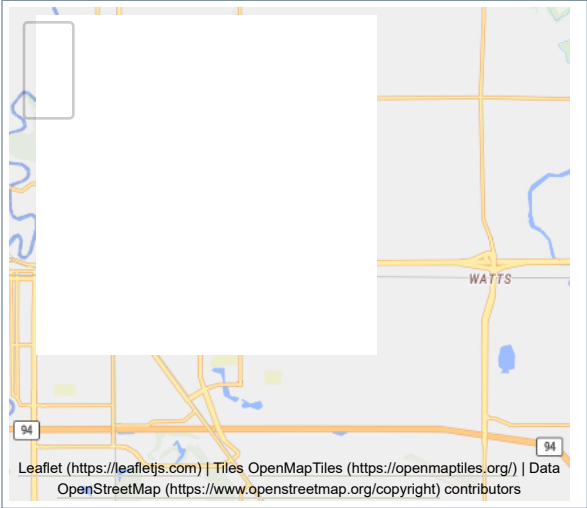
Zip codes: 56529 (/zips/56529.html), 56547 (/zips/56547.html), 56560 (/zips/56560.html).

Dilworth Zip Code Map (/zipmaps/Dilworth-Minnesota.html)

Estimated median household income in 2021: \$71,359 (it was \$34,571 in 2000)

Dilworth: \$71,359
MN: \$77,700

OSM MapGeneral MapGoogle MapMSN Map



Leaflet (https://leafletjs.com) | Tiles OpenMapTiles (https://openmaptiles.org/) | Data OpenStreetMap (https://www.openstreetmap.org/copyright) contributors



Comfort.
Relief. Dignity.

Sanford Hospice

[Dilworth city income, earnings, and wages data \(/income/income-Dilworth-Minnesota.html\)](/income/income-Dilworth-Minnesota.html)

Estimated median house or condo value in 2021: \$258,633 (it was \$72,900 in 2000)

Dilworth: \$258,633
MN: \$285,400

Mean prices in 2021: all housing units: \$292,397; detached houses: \$318,251; townhouses or other attached units: \$234,898; mobile homes: \$20,774

Median gross rent in 2021: \$749.

March 2022 cost of living index in Dilworth: 97.6 (near average, U.S. average is 100)

[Dilworth, MN residents, houses, and apartments details \(/housing/houses-Dilworth-Minnesota.html\)](/housing/houses-Dilworth-Minnesota.html)

Percentage of residents living in poverty in 2021: 7.4%

(2.6% for White Non-Hispanic residents, 100.0% for Black residents, 3.3% for American Indian residents, 100.0% for Native Hawaiian and other Pacific Islander residents)

[Detailed information about poverty and poor residents in Dilworth, MN \(/poverty/poverty-Dilworth-Minnesota.html\)](/poverty/poverty-Dilworth-Minnesota.html)

Compare current foreclosures near Dilworth, MN:

/fc/go.php?to=%2Faddress%2FRiver-Dr-S-Fargo-ND-58104%2F60274146_lid%3Frsp%3D3360%26chan%3Daci%26data1%3Dc1&c=aci&d1=c1



/fc/go.php?to=%2Faddress%2FUniversity-Dr-S-Fargo-ND-58103%2F59205109_lid%3Frsp%3D3360%26chan%3Daci%26data1%3Dc1&c=aci&d1=c1



/fc/go.php?to=%2Faddress%2F3rd-St-N-Sabin-MN-56580%2F60048669_lid%3Frsp%3D3360%26chan%3Daci%26data1%3Dc1&c=aci&d1=c1



/fc/go.php?to=%2Faddress%2F108th-Ave-S-Moorhead-MN-56560%2F60126418_lid%3Frsp%3D3360%26chan%3Daci%26data1%3Dc1&c=aci&d1=c1



/fc/go.php?to=%2Faddress%2F5th-St-S-Fargo-ND-58103%2F60742279_lid%3Frsp%3D3360%26chan%3Daci%26data1%3Dc1&c=aci&d1=c1



/fc/go.php?to=%2Faddress%2F2nd-St-N-Fargo-ND-58102%2F60401697_lid%3Frsp%3D3360%26chan%3Daci%26data1%3Dc1&c=aci&d1=c1



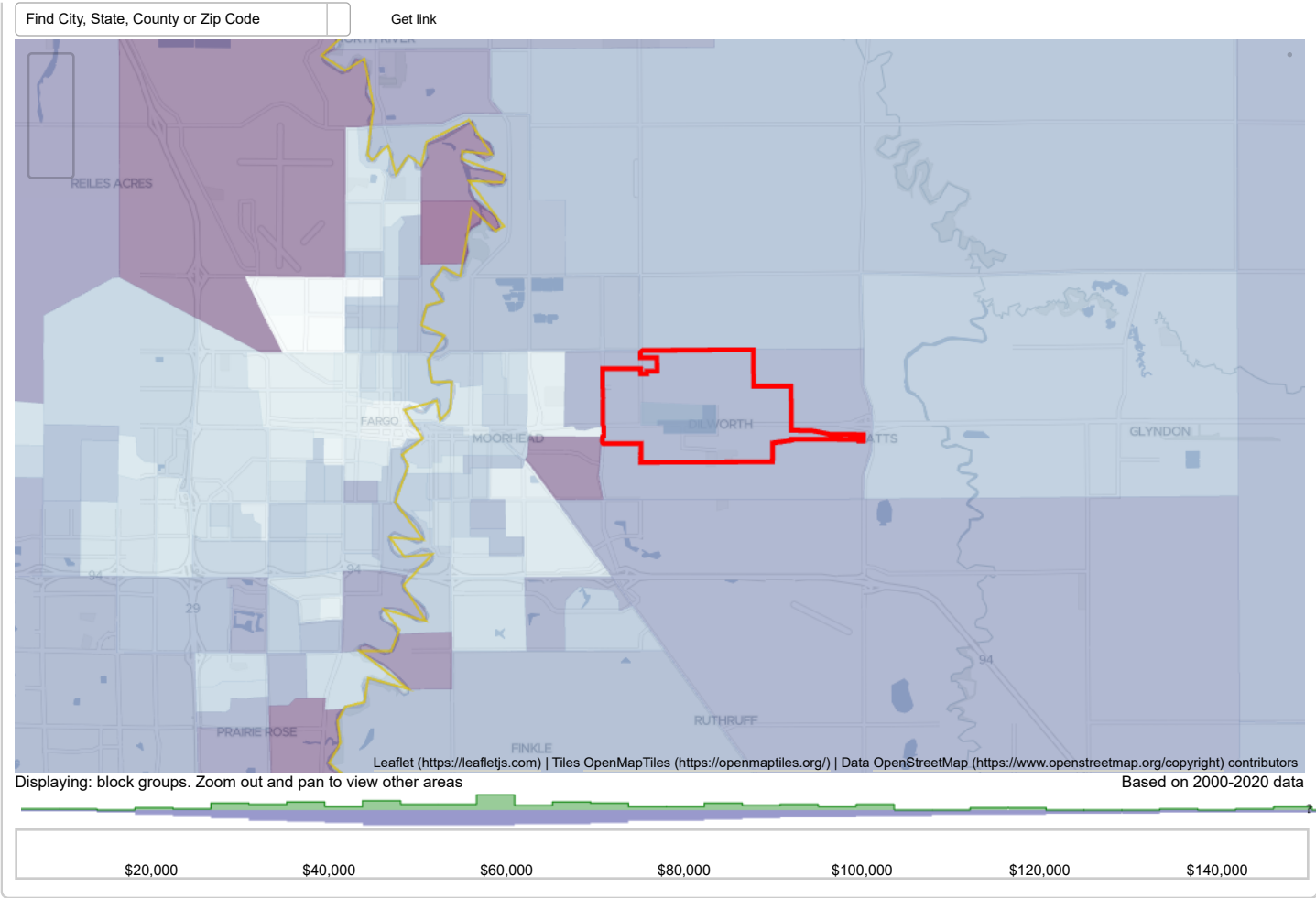
Check out more offers near Dilworth, MN [/fc/go.php?](/fc/go.php?to=%2Flisting%2Fsearch%3Frsp%3D3360%26q%3DDilworth%252C%2BMN%26chan%3Dacs%26data1%3Dc1&c=acs&d1=c1)

[to=%2Flisting%2Fsearch%3Frsp%3D3360%26q%3DDilworth%252C%2BMN%26chan%3Dacs%26data1%3Dc1&c=acs&d1=c1](/fc/go.php?to=%2Flisting%2Fsearch%3Frsp%3D3360%26q%3DDilworth%252C%2BMN%26chan%3Dacs%26data1%3Dc1&c=acs&d1=c1).

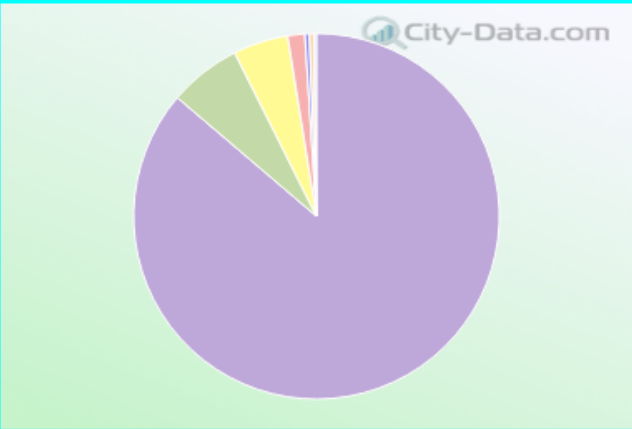
Find opportunities in any area:

ZIP Code / City

Find



Races in Dilworth, MN (2021)



- White (85.3%)
- Black (4.8%)
- Asian (0.4%)
- American Indian (0.2%)
- Hispanic (6.3%)
- 2+ races (1.5%)
- Native Hawaiian (0.4%)

White alone	85.3%	3,936
Hispanic	6.3%	292
Black alone	4.8%	222

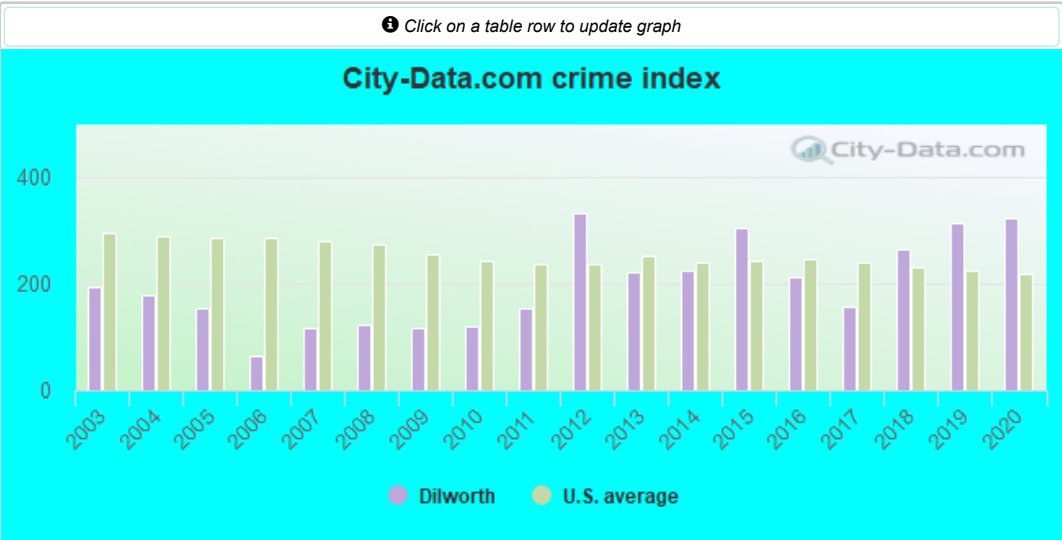
Asian alone	0.4%	18
Native Hawaiian and Other Pacific Islander alone	0.4%	17
American Indian alone	0.2%	10

Races in Dilworth detailed stats: ancestries, foreign born residents, place of birth (/races/races-Dilworth-Minnesota.html)

Crime rates in Dilworth by year

Type	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Murders (per 100,000)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)
Rapes (per 100,000)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	1 (24.7)	5 (121.7)	1 (24.3)	2 (48.2)	3 (71.0)	2 (45.1)	0 (0.0)	2 (44.7)	1 (22.3)	1 (22.4)
Robberies (per 100,000)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	1 (24.1)	1 (23.7)	1 (22.5)	0 (0.0)	0 (0.0)	5 (111.3)	1 (22.4)
Assaults (per 100,000)	4 (111.1)	3 (81.7)	2 (53.2)	3 (74.6)	1 (24.7)	9 (219.1)	2 (48.6)	5 (120.5)	7 (165.6)	2 (45.1)	3 (67.2)	4 (89.4)	0 (0.0)	7 (156.6)
Burglaries (per 100,000)	7 (194.4)	1 (27.2)	5 (133.1)	2 (49.7)	6 (148.0)	13 (316.5)	13 (316.2)	9 (217.0)	18 (425.7)	11 (247.9)	9 (201.7)	18 (402.3)	15 (334.0)	18 (402.8)
Thefts (per 100,000)	66 (1,833)	94 (2,559)	90 (2,396)	99 (2,460)	108 (2,663)	173 (4,211)	166 (4,038)	133 (3,206)	174 (4,115)	134 (3,020)	128 (2,869)	174 (3,889)	250 (5,567)	241 (5,393)
Auto thefts (per 100,000)	3 (83.3)	1 (27.2)	1 (26.6)	2 (49.7)	7 (172.6)	1 (24.3)	5 (121.6)	6 (144.6)	7 (165.6)	12 (270.5)	8 (179.3)	16 (357.6)	10 (222.7)	13 (290.9)
Arson (per 100,000)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	0 (0.0)	1 (24.3)	0 (0.0)	0 (0.0)	0 (0.0)	1 (22.5)	0 (0.0)	0 (0.0)	0 (0.0)	1 (22.4)
City-Data.com crime index	115.8	122.8	117.9	120.8	155.4	333.7	222.6	224.9	304.6	211.6	156.7	266.0	315.1	323.1

The City-Data.com crime index weighs serious crimes and violent crimes more heavily. Higher means more crime, U.S. average is 254.8. It adjusts for the number of visitors and daily workers commuting into cities.



Full-time law enforcement employees in 2021, including police officers: 8 (7 officers - 6 male; 1 female).

Officers per 1,000 residents here: 1.56

Minnesota average: 1.76



(//www.city-data.com/blog/) Recent articles from our blog. Our writers, many of them Ph.D. graduates or candidates, create easy-to-read articles on a wide variety of topics.

- Popular New Year's resolutions (//www.city-data.com/blog/4033-popular-new-years-resolutions-2/) Dec 31
- Christmas is America's favorite holiday season (//www.city-data.com/blog/4025-christmas-is-americas-favorite-holiday-season/) Dec 24
- Fish in the American dish: recreational fishing (//www.city-data.com/blog/5324-fish-american-dish-recreational-fishing/) Dec 10
- American hunting and wildlife (//www.city-data.com/blog/5518-american-hunting-wildlife/) Nov 19
- The National Football League is an American treasure (//www.city-data.com/blog/5013-national-football-league-american-treasure/) Nov 12



Recent posts about Dilworth, Minnesota on our local forum (//forum/minnesota/) with over 2,400,000 registered users:

- Moohead, MN, Fargo, ND, or West Fargo, ND** (//www.city-data.com/forum/minnesota/1701487-moohead-mn-fargo-nd-west-fargo-nd.html#post26350858) (10 replies)
- New Job in St. Paul - Looking for a place to live** (//www.city-data.com/forum/minneapolis-st-paul/1329784-new-job-st-paul-looking-place-live-2.html#post20125618) (17 replies)
- Moorhead, MN Area** (//www.city-data.com/forum/minnesota/842897-moorhead-mn-area.html#post12060289) (3 replies)

Latest news from Dilworth, MN collected exclusively by city-data.com from local newspapers, TV, and radio stations

Police departments continue pulling SROs from Minnesota schools kare11 com (https://www.kare11.com/article/news/local/police-departments-pulling-school-resources-officers-out-of-minnesota-schools/89-bdbf74f2-9c2b-450d-8037-e0637d1333fc)

Clay County Sheriff's Office: Removed from Dilworth-Glyndon-Felton District (ISD 2164) and Ulen-Hitterdal Public Schools (kare11.com)

Man honored for x27 heroic x27 efforts after pulling dog from burning vehicle - InForum Fargo Moorhe

(https://www.parkrapidsenterprise.com/news/minnesota/man-honored-for-heroic-efforts-after-pulling-dog-from-burning-vehicle)

resident Christopher Wootton was working inside Walmart in Dilworth when he suddenly rushed to save a dog from a burning truck parked outside the building. (parkrapidsenterprise.com)

Man honored for x27 heroic x27 efforts after pulling dog from burning vehicle - InForum Fargo Moorhe

(https://www.bemidjipioneer.com/news/minnesota/man-honored-for-heroic-efforts-after-pulling-dog-from-burning-vehicle)

for his actions with the Hero Award, presented by the Dilworth City Council on Monday, Aug. 28. (bemidjipioneer.com)

Ancestries: German (25.3%), Norwegian (13.4%), Somali (10.1%), Scandinavian (7.3%), European (6.6%), Italian (4.1%).

Current Local Time: 8:38:44 AM CST time zone

Elevation: 910 feet

Land area: 1.99 square miles.

Population density: 2,333 people per square mile (low).



115 residents are foreign born (1.1% Africa, 0.9% Asia, 0.4% Oceania).

This city: 2.5%

Minnesota: 8.5%

Median real estate property taxes paid for housing units with mortgages in 2021: \$3,152 (1.2%)

Median real estate property taxes paid for housing units with no mortgage in 2021: \$3,627 (1.4%)

Nearest city with pop. 50,000+: Fargo, ND ([Fargo-North-Dakota.html](#)) (5.0 miles , pop. 90,599).

Nearest city with pop. 200,000+: Minneapolis, MN ([Minneapolis-Minnesota.html](#)) (211.7 miles , pop. 382,618).

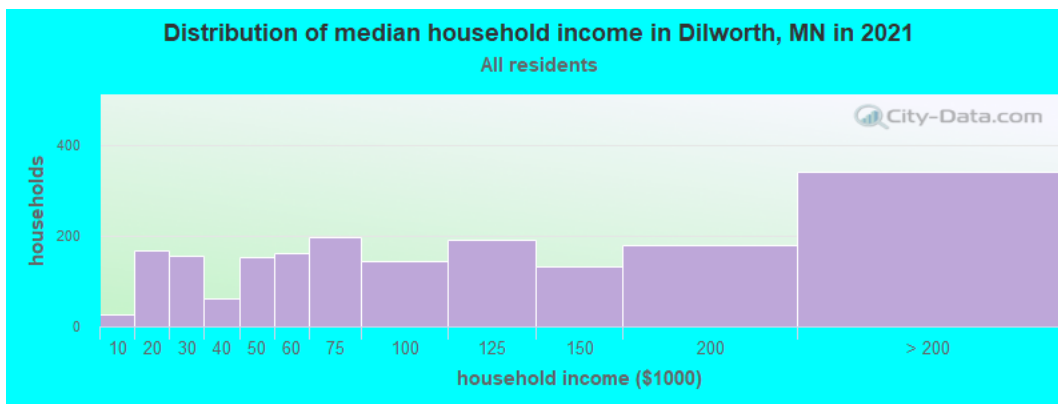
Nearest city with pop. 1,000,000+: Chicago, IL ([Chicago-Illinois.html](#)) (565.5 miles , pop. 2,896,016).

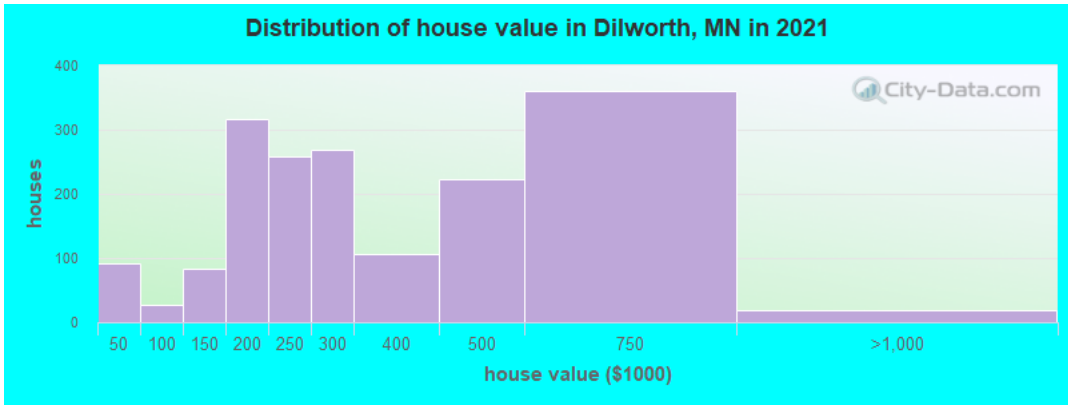
Nearest cities:

Moorhead, MN ([Moorhead-Minnesota.html](#)) (1.7 miles), Oakport, MN ([Oakport-Minnesota.html](#)) (2.2 miles), Fargo, ND ([Fargo-North-Dakota.html](#)) (2.2 miles), Glyndon, MN ([Glyndon-Minnesota.html](#)) (2.4 miles), North River, ND (2.6 miles), Sabin, MN ([Sabin-Minnesota.html](#)) (2.7 miles), Prairie Rose, ND (2.8 miles), Briarwood, ND (2.8 miles)

Latitude: 46.88 N, Longitude: 96.70 W

Area code commonly used in this area: 218





Dilworth, Minnesota accommodation & food services, waste management -
Economy and Business Data (</business/econ-Dilworth-Minnesota.html>)

Single-family new house construction building permits:

- 2021: 17 buildings, average cost: \$326,900
- 2020: 17 buildings, average cost: \$309,800
- 2019: 18 buildings, average cost: \$247,100
- 2018: 15 buildings, average cost: \$283,100
- 2017: 4 buildings, average cost: \$265,300
- 2016: 20 buildings, average cost: \$238,800
- 2015: 27 buildings, average cost: \$270,500
- 2014: 49 buildings, average cost: \$174,300
- 2013: 34 buildings, average cost: \$208,300
- 2012: 17 buildings, average cost: \$205,600
- 2011: 16 buildings, average cost: \$198,700
- 2010: 13 buildings, average cost: \$172,100
- 2009: 13 buildings, average cost: \$208,600
- 2008: 12 buildings, average cost: \$172,800
- 2007: 31 buildings, average cost: \$173,500
- 2006: 57 buildings, average cost: \$172,900
- 2005: 36 buildings, average cost: \$143,100
- 2004: 63 buildings, average cost: \$126,800
- 2003: 49 buildings, average cost: \$133,000
- 2002: 15 buildings, average cost: \$125,800
- 2001: 17 buildings, average cost: \$131,900
- 2000: 20 buildings, average cost: \$108,500
- 1999: 20 buildings, average cost: \$114,300
- 1998: 15 buildings, average cost: \$105,200
- 1997: 9 buildings, average cost: \$86,700





Unemployment in November 2020:
Here: 2.4%
Minnesota: 3.1%



Population change in the 1990s: +443 (+17.3%).

Most common industries in Dilworth, MN (%)

Both Males Females

- Health care (9.4%)
- Construction (9.2%)
- Accommodation & food services (7.2%)
- Educational services (6.4%)
- Public administration (5.8%)
- Finance & insurance (4.4%)
- Repair & maintenance (4.0%)

Most common occupations in Dilworth, MN (%)

Both Males Females

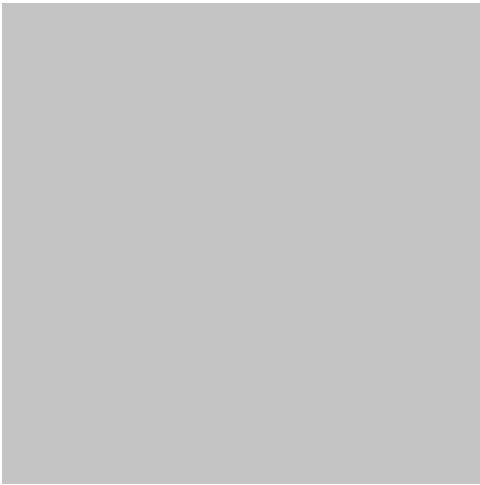
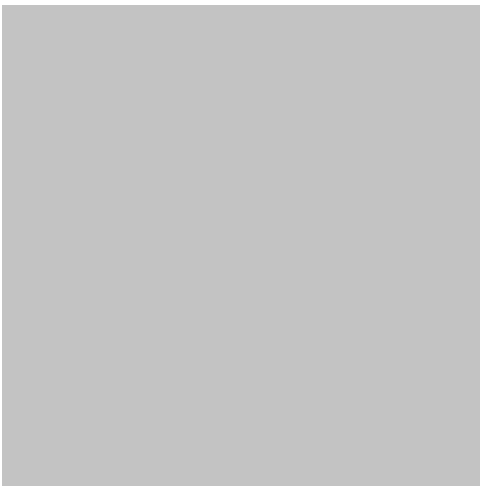
- Other production occupations, including supervisors (5.3%)
- Other sales and related occupations, including supervisors (4.3%)
- Secretaries and administrative assistants (4.0%)
- Cashiers (4.0%)
- Retail sales workers, except cashiers (3.9%)
- Building and grounds cleaning and maintenance occupations (3.6%)
- Electrical equipment mechanics and other installation, maintenance, and repair workers, including supervisors (3.4%)

Average climate in Dilworth, Minnesota

Based on data reported by over 4,000 weather stations







Air pollution and air quality trends
(lower is better)

AQI PM₁₀ PM_{2.5}



Air Quality Index (AQI) level in 2018 was 63.1. This is about average.

City: 63.1
U.S.: 74.2



On 6/20/1957, a category F5 (max. wind speeds 261-318 mph) tornado 22.3 miles away from the Dilworth city center killed 10 people and injured 103 people and caused between \$5,000,000 and \$50,000,000 in damages.

On 6/28/1975, a category F4 (max. wind speeds 207-260 mph) tornado 1.4 miles away from the city center caused between \$50,000 and \$500,000 in damages.

Earthquake activity:

Dilworth-area historical earthquake activity is significantly above Minnesota state average. It is 20% smaller than the overall U.S. average.

On 7/9/1975 at 14:54:15, a magnitude 4.6 (4.6 MB, Class: Light, Intensity: IV - V) earthquake occurred 89.4 miles away from Dilworth center

On 6/5/1993 at 01:24:53, a magnitude 4.1 (4.1 LG, Depth: 6.2 mi) earthquake occurred 85.6 miles away from Dilworth center

On 8/18/1959 at 06:37:13, a magnitude 7.7 (7.7 UK, Class: Major, Intensity: VIII - XII) earthquake occurred 691.5 miles away from the city center, causing \$26,000,000 total damage

On 3/4/1983 at 06:32:18, a magnitude 4.6 (4.4 MB, 4.6 LG, 4.4 ML) earthquake occurred 226.1 miles away from the city center

On 10/20/1995 at 15:57:18, a magnitude 3.7 (3.7 LG, Depth: 3.1 mi, Class: Light, Intensity: II - III) earthquake occurred 75.8 miles away from Dilworth center

On 10/25/1990 at 06:25:25, a magnitude 3.9 (3.6 MB, 3.9 LG, Depth: 3.1 mi) earthquake occurred 230.0 miles away from the city center

Magnitude types: regional Lg-wave magnitude (LG), body-wave magnitude (MB), local magnitude (ML)

Natural disasters:

The number of natural disasters in Clay County (27) is a lot greater than the US average (15).

Major Disasters (Presidential) Declared: 21

Emergencies Declared: 4

Causes of natural disasters: Floods: 22, Storms: 12, Tornadoes: 5, Winds: 3, Winter Storms: 3, Blizzard: 1, Drought: 1, Heavy Rain: 1, Hurricane: 1, Snow: 1, Other: 1 (Note: some incidents may be assigned to more than one category).

Hospitals and medical centers near Dilworth:

- GOLDEN LIVINGCENTER - MOORHEAD [\(/mapIt.html?what=R09MREVOIExJVkiOR0NFTIRFUiAtIE1PT1JIRUFE&where=MjgxMCBOT1JUSCAyTkQgQVZFTIVFLCBNT09SSEVBRCwgTU4gNTY1NjA\)](#) (Nursing Home, about 3 miles away; MOORHEAD, MN)
- ST ANSGAR HOSPITAL [\(/mapIt.html?what=U1QgQU5TR0FSIEhPU1BJVEFM&where=NzE1IE4gMTFUSCBTVcwgTU9PUkhFQUQsIE1OIDU2NTYw\)](#) (Hospital, about 3 miles away; MOORHEAD, MN)
- EVENTIDE LUTHERAN HOME [\(/mapIt.html?what=RVZFTIRJREUgTFVUSeVQU4gSE9NRQ&where=MTQwNSA3VEggU1RSRUUVU1FNPVVRILCBNT09SSEVBRCwgTU4gNTY1NjA\)](#) (Nursing Home, about 4 miles away; MOORHEAD, MN)
- MERITCARE HOS SAME DAY SURGERY [\(/mapIt.html?what=TUVSSVRDQVJFIEhPUyBTQU1FIERBWSBTvVJHRVJZ&where=MzIxIDhUSCBBVkUgTiwgRkFSR08sIE5EIDU4MTA4\)](#) (Hospital, about 4 miles away; FARGO, ND)
- HEARTLAND MEDICAL CENTER [\(/mapIt.html?what=SEVBUIRMQU5EIE1FREIDQUwgQ0VOVEVS&where=NTEwIDRUSCBTVFJFRVQgU09VVEgslEZBUkdPLCBORCA1ODEwMw\)](#) (Hospital, about 4 miles away; FARGO, ND)
- PRAIRIE PSYCHIATRIC CENTER [\(/mapIt.html?what=UFJBSVJJRSBQU1IDSEIBVFJJQyBDRU5URVI&where=NTEwIDRUSCBTVFJFRVQgU09VVEgslEZBUkdPLCBORCA1ODEwMw\)](#) (Hospital, about 4 miles away; FARGO, ND)
- FARGO VA MEDICAL CENTER [\(/mapIt.html?what=RkFSR08gVkEgTUVESUNBTCBDRU5URVI&where=MjEwMSBFTE0gU1RSRUUVULCBGQVJHTywgTkQgNTgxMDI\)](#) (Hospital, Acute Care - Veterans Administration, about 5 miles away; FARGO, ND)

Amtrak station near Dilworth:

- 4 miles: FARGO (420 4TH ST. N) [\(/mapIt.html?what=RkFSR08gU3Rh dGlvbg&where=NDIwIDRUSCBTVc4gTiwgRGlsd29ydGgsIE1O\)](#). Services: ticket office, fully wheelchair accessible, enclosed waiting area, public restrooms, public payphones, vending machines, free short-term parking, free long-term parking, call for car rental service, taxi stand.



- Concordia College at Moorhead (about 4 miles; Moorhead, MN; FT enrollment: 2,767)
- North Dakota State University-Main Campus (about 6 miles; Fargo, ND; FT enrollment: 12,680)
- North Dakota State College of Science (about 42 miles; Wahpeton, ND; FT enrollment: 2,318)
- Minnesota State Community and Technical College (about 50 miles; Fergus Falls, MN; FT enrollment: 4,863)
- University of North Dakota (about 75 miles; Grand Forks, ND; FT enrollment: 12,858)
- Northland Community and Technical College (about 90 miles; Thief River Falls, MN; FT enrollment: 2,717)

Public elementary/middle schools in Dilworth:

- DILWORTH ELEMENTARY (</school/dilworth-elementary-mn.html>) (</mapIt.html?what=REIMV09SVEggRUxFTUVOVEFSWQ&where=MTA4IE4gTUFJTiwgRGlsd29ydGgsIE1OIDU2NTI5&lat=46.877613&lng=-96.703221>) (Location: 108 N MAIN, Grades: PK-4)
- DILWORTH-GLYNDON-FELTON MIDDLE SCH (</school/dilworth-glyndon-felton-junior-high-mn.html>) (</mapIt.html?what=REIMV09SVEgtR0xZTkRPTi1GRUxUT04gTUIERExFIFNDSA&where=MTA4IE4gTUFJTiwgRGlsd29ydGgsIE1OIDU2NTI5&lat=46.877613&lng=-96.703221>) (Location: 108 N MAIN, Grades: 6-8)

See full list of schools located in Dilworth (</school/Dilworth-Minnesota.html>)

User-submitted facts and corrections:

- Add KVLV TV11 to Television Stations

Points of interest:



[Click to draw/clear city borders](#)

Notable locations in Dilworth: Dilworth (A), Dilworth City Depot (B), Dilworth Volunteer Fire Department (C), Dilworth City Hall (D), Dilworth Police Department (E), Dilworth Community Hall (F). [Display/hide their locations on the map](#)

Shopping Center: Easten Mall (1). [Display/hide its location on the map](#)

Churches in Dilworth include: Saint Elizabeth Church (A), Dilworth Presbyterian Church (B), Dilworth Lutheran Church (C). [Display/hide their locations on the map](#)

Parks in Dilworth include: Constitution Park (1), Walnut Park (2), Birch Tree Park (3), Whistle Stop Park (4), Cottonwood Park (5). [Display/hide their locations on the map](#)

Hotels: Star-Lite Motel (Highway 10 East), Econolodge of Dilworth (701 Center Avenue East).

Clay County has a predicted average indoor radon screening level greater than 4 pCi/L (pico curies per liter) - **Highest Potential**

Drinking water stations with addresses in Dilworth and their reported violations in the past:

DILWORTH (Population served: 4,002, Purch surface water):



Past health violations:

- MCL, Average - Between OCT-03-2006 and NOV-17-2010, Contaminant: Arsenic. Follow-up actions: St Public Notif requested (NOV-17-2006), St Compliance Meeting conducted (NOV-17-2006), St Formal NOV issued (NOV-17-2006), St Public Notif received (DEC-12-2006), St BCA signed (DEC-18-2006), St Public Notif received (APR-23-2008), St Public Notif requested (NOV-07-2008), St Public Notif received (4 times from DEC-10-2008 to OCT-19-2009), St Public Notif requested (NOV-16-2009), St Public Notif received (DEC-17-2009), St Public Notif requested (MAR-11-2010), St Public Notif received (APR-20-2010), St Public Notif requested (MAY-24-2010), St Public Notif received (JUN-17-2010), St Public Notif requested (OCT-08-2010), St Compliance achieved (NOV-17-2010), St Public Notif received (NOV-19-2010), St Public Notif requested (DEC-21-2010)

Average household size:

This city: 2.5 people
Minnesota: 2.5 people

Percentage of family households:

This city: 66.0%
Whole state: 64.6%

Percentage of households with unmarried partners:

This city: 6.6%
Whole state: 6.9%

Likely homosexual households (counted as self-reported same-sex unmarried-partner households)

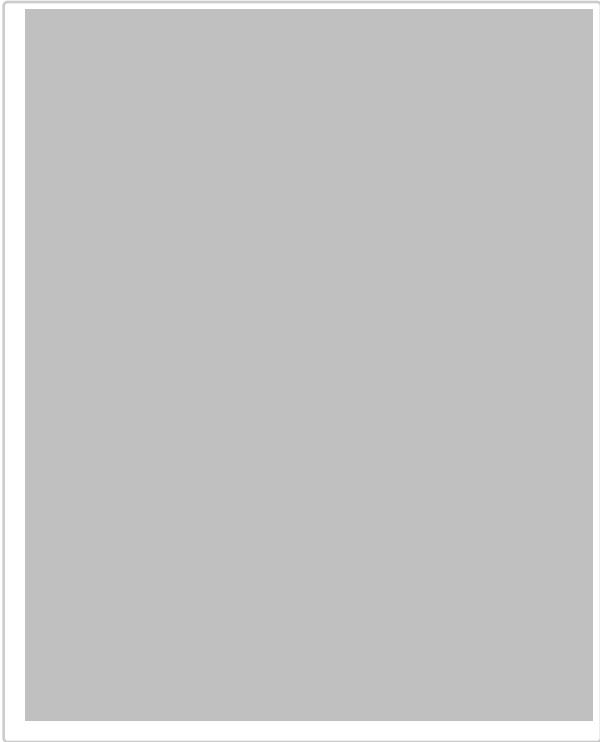
- Lesbian couples: 0.3% of all households
- Gay men: 0.1% of all households

4 people in group homes intended for adults in 2010

Banks with branches in Dilworth (2011 data):

- First National Bank: Dilworth Branch at 101 Center Avenue East, branch established on 1994/11/07. Info updated 2010/06/01: Bank assets: \$93.5 mil, Deposits: \$77.9 mil, headquarters in Hawley, MN, positive income, Agricultural Specialization, 2 total offices, Holding Company: First Hawley Bancshares, Inc.
- Northwestern Bank, National Association: at 4 North Main Street, branch established on 1915/07/01. Info updated 2006/11/03: Bank assets: \$138.2 mil, Deposits: \$116.5 mil, local headquarters, positive income, Commercial Lending Specialization, 4 total offices, Holding Company: Northwestern Bancshares, Inc.

For population 15 years and over in Dilworth:



- Never married: 27.7%
- Now married: 59.5%
- Separated: 1.3%
- Widowed: 2.8%
- Divorced: 8.7%

For population 25 years and over in Dilworth:

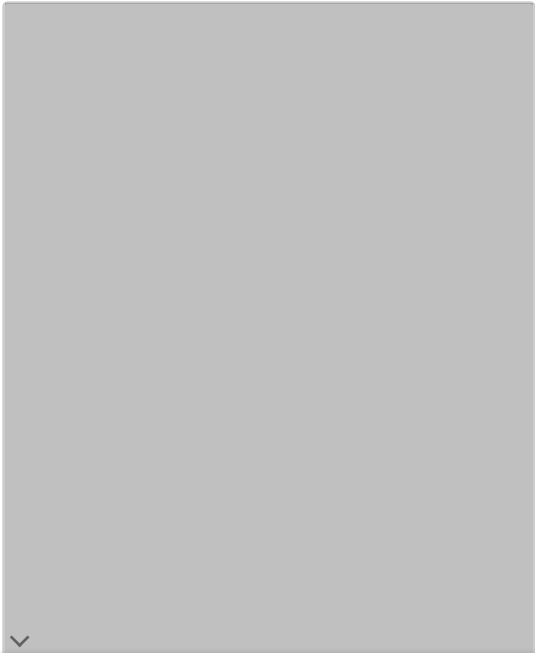
- High school or higher: 94.8%
- Bachelor's degree or higher: 32.5%
- Graduate or professional degree: 11.6%
- Unemployed: 3.9%
- Mean travel time to work (commute): 16.3 minutes

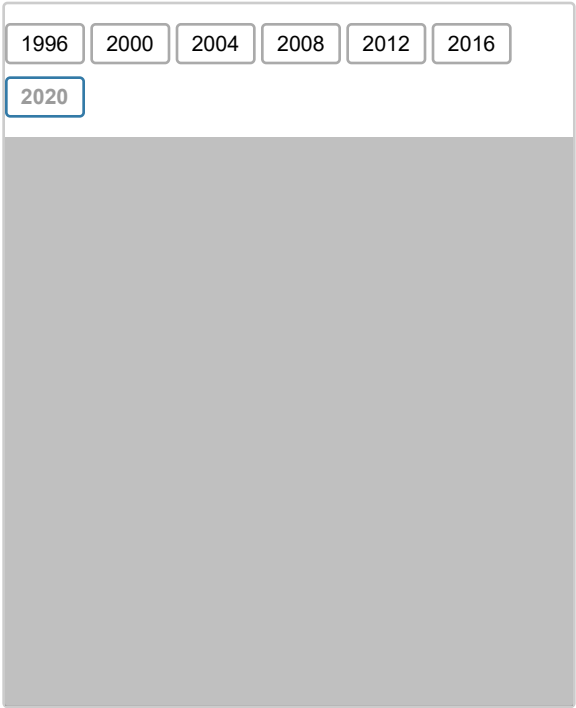
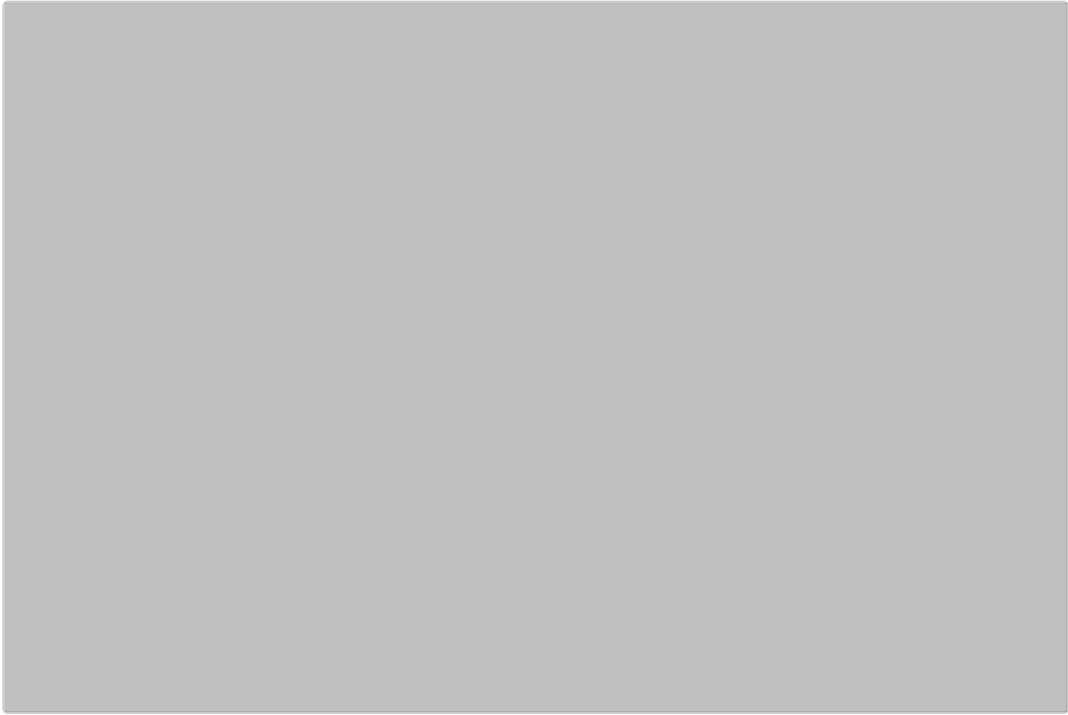




Education Gini index (Inequality in education)

Here:	10.3
Minnesota average:	10.7

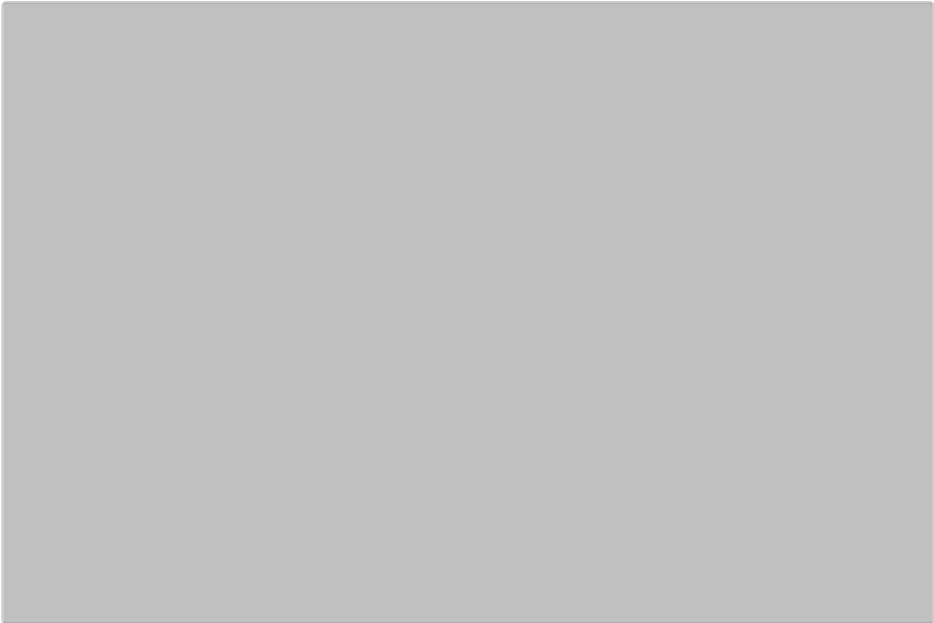
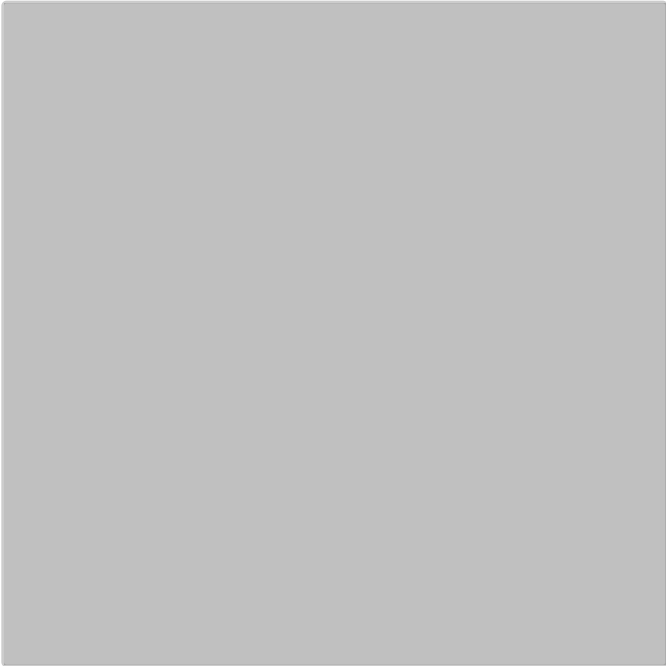




Graphs represent county-level data. [Detailed 2008 Election Results \(/elec08/CLAY-MINNESOTA.html\)](/elec08/CLAY-MINNESOTA.html)

[Political contributions by individuals in Dilworth, MN \(/elec2/TOCelec-DILWORTH-MN.html\)](/elec2/TOCelec-DILWORTH-MN.html)

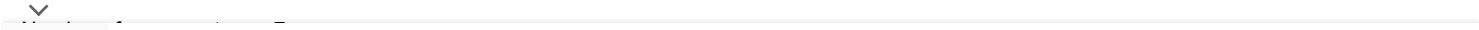
Religion statistics for Dilworth, MN (based on Clay County data)



↕ Religion	⌄ Adherents	↕ Congregations
Mainline Protestant	17,959	32
Catholic	9,900	11
Evangelical Protestant	8,055	30
Other	24	1
None	23,061	-

Source: Clifford Grammich, Kirk Hadaway, Richard Houseal, Dale E.Jones, Alexei Krindatch, Richie Stanley and Richard H.Taylor. 2012. 2010 U.S.Religion Census: Religious Congregations & Membership Study. Association of Statisticians of American Religious Bodies. Jones, Dale E., et al. 2002. Congregations and Membership in the United States 2000. Nashville, TN: Glenmary Research Center. Graphs represent county-level data

Food Environment Statistics:



Number of convenience stores (no gas): 1
Here: 0.18 / 10,000 pop.
Minnesota: 0.49 / 10,000 pop.

Number of convenience stores (with gas): 20
Here: 3.66 / 10,000 pop.
Minnesota: 3.90 / 10,000 pop.

Number of full-service restaurants: 22
This county: 4.03 / 10,000 pop.
Minnesota: 6.98 / 10,000 pop.

Adult diabetes rate:
This county: 6.4%
Minnesota: 6.5%

Adult obesity rate:
This county: 26.5%
Minnesota: 25.9%

Low-income preschool obesity rate:
This county: 11.6%
State: 13.0%

Health and Nutrition:

Healthy diet rate:
Dilworth: 47.6%
State: 50.6%

Average overall health of teeth and gums:
Here: 46.3%
Minnesota: 48.4%

Average BMI:
Dilworth: 29.0
Minnesota: 28.5

People feeling badly about themselves:
This city: 25.6%
State: 21.0%

People not drinking alcohol at all:
Dilworth: 8.9%
Minnesota: 9.8%

Average hours sleeping at night:
Dilworth: 6.8
Minnesota: 6.8

Overweight people:
Dilworth: 36.8%
State: 33.5%

General health condition:
This city: 55.4%
Minnesota: 57.7%

Average condition of hearing:
Dilworth: 79.0%
Minnesota: 79.3%

Local government employment and payroll (March 2017)

Function	Full-time employees	Monthly full-time payroll	Average yearly full-time wage	Part-time employees	Monthly part-time payroll
Police Protection - Officers	6	\$33,287	\$66,574	1	\$610
Other Government Administration	5	\$23,924	\$57,418	0	\$0
Streets and Highways	5	\$25,956	\$62,294	0	\$0
Financial Administration	1	\$6,953	\$83,436	0	\$0
Parks and Recreation	0	\$0		1	\$517
Solid Waste Management	0	\$0		1	\$660
Totals for Government	17	\$90,120	\$63,614	3	\$1,787

Expenditure

Revenue

Dilworth government finances - Expenditure in 2020 (per resident):

- Construction - Regular Highways: \$692,000 (\$149.33)
- Current Operations - Police Protection: \$901,000 (\$194.43)

Sewerage: \$726,000 (\$156.67)

Water Utilities: \$717,000 (\$154.73)

Regular Highways: \$692,000 (\$149.33)

Solid Waste Management: \$587,000 (\$126.67)

Financial Administration: \$384,000 (\$82.87)

General - Other: \$209,000 (\$45.10)

Parks and Recreation: \$148,000 (\$31.94)

Local Fire Protection: \$99,000 (\$21.36)

Central Staff Services: \$45,000 (\$9.71)

Transit Utilities: \$8,000 (\$1.73)

Housing and Community Development: \$67,000 (\$14.46)
Police Protection: \$46,000 (\$9.93)
Regular Highways: \$45,000 (\$9.71)
Local Fire Protection: \$36,000 (\$7.77)
Parks and Recreation: \$28,000 (\$6.04)
Water Utilities: \$17,000 (\$3.67)
Solid Waste Management: \$1,000 (\$0.22)

Dilworth government finances - Revenue in 2020 (per resident):

- Charges - Sewerage: \$1,308,000 (\$282.26)

Solid Waste Management: \$639,000 (\$137.89)
Other: \$107,000 (\$23.09)
Parks and Recreation: \$80,000 (\$17.26)
Regular Highways: \$73,000 (\$15.75)
- Local Intergovernmental - Highways: \$27,000 (\$5.83)
- Miscellaneous - Special Assessments: \$1,209,000 (\$260.90)

Interest Earnings: \$220,000 (\$47.48)
General Revenue - Other: \$97,000 (\$20.93)
Fines and Forfeits: \$72,000 (\$15.54)
- Revenue - Water Utilities: \$689,000 (\$148.68)
- State Intergovernmental - General Local Government Support: \$1,186,000 (\$255.93)

Other: \$219,000 (\$47.26)
Sewerage: \$19,000 (\$4.10)
- Tax - Property: \$1,503,000 (\$324.34)

Public Utilities Sales: \$123,000 (\$26.54)
Other License: \$59,000 (\$12.73)

Dilworth government finances - Debt in 2020 (per resident):

- Long Term Debt - Beginning Outstanding - Unspecified Public Purpose: \$19,069,000 (\$4115.02)

Outstanding Unspecified Public Purpose: \$17,685,000 (\$3816.36)
Retired Unspecified Public Purpose: \$1,384,000 (\$298.66)

Dilworth government finances - Cash and Securities in 2020 (per resident):

- Other Funds - Cash and Securities: \$4,477,000 (\$966.12)

Businesses in Dilworth, MN

Name	Count	Name	Count
Dairy Queen	1	Slumberland	1
FedEx	1	Subway	1
La-Z-Boy	1	Walmart	1
OfficeMax	1		

Strongest AM radio stations in Dilworth:

- KVOX (1280 AM; 5 kW; MOORHEAD, MN; Owner: CAPSTAR TX LIMITED PARTNERSHIP)
- KFNW (1200 AM; 10 kW; WEST FARGO, ND; Owner: NORTHWESTERN COLLEGE)
- KQWB (1660 AM; 10 kW; WEST FARGO, ND; Owner: MONTEREY LICENSES, LLC)
- WDAY (970 AM; 5 kW; FARGO, ND; Owner: FORUM COMMUNICATIONS COMPANY)
- KFGO (790 AM; 5 kW; FARGO, ND; Owner: CAPSTAR TX LIMITED PARTNERSHIP)
- WWNL (1080 AM; 50 kW; PITTSBURGH, PA; Owner: STEEL CITY RADIO, INC.)

- WCCO (830 AM; 50 kW; MINNEAPOLIS, MN; Owner: INFINITY MEDIA CORPORATION)
- WCTS (1030 AM; 50 kW; MAPLEWOOD, MN; Owner: CNTL. BAPT. THEO/AL SEMI MINNEAPOLIS)
- KFAN (1130 AM; 50 kW; MINNEAPOLIS, MN; Owner: AMFM RADIO LICENSES, L.L.C.)

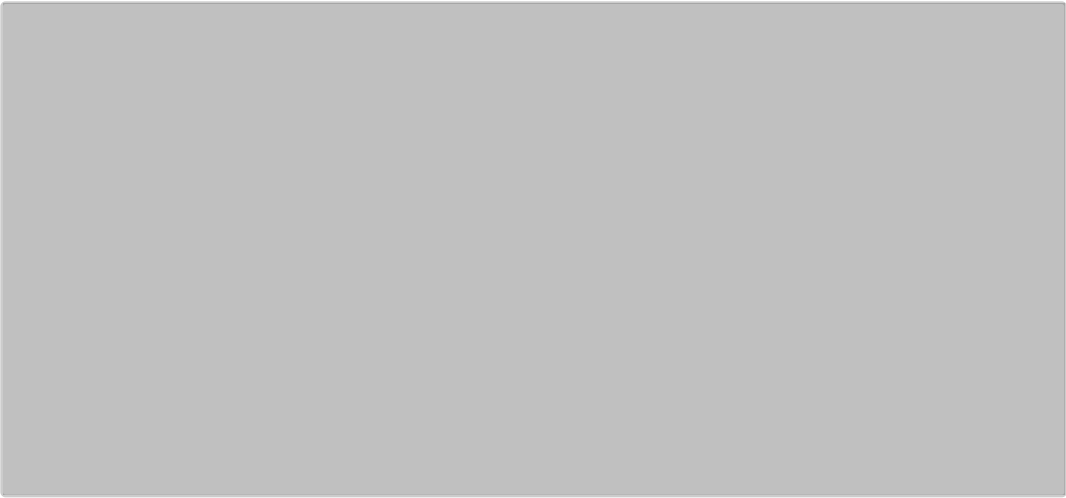
Strongest FM radio stations in Dilworth:

- KVOX-FM (99.9 FM; MOORHEAD, MN; Owner: MONTEREY LICENSES, LLC)
- KCCM-FM (91.1 FM; MOORHEAD, MN; Owner: MINNESOTA PUBLIC RADIO)
- KQWB-FM (98.7 FM; MOORHEAD, MN; Owner: MONTEREY LICENSES, LLC)
- KCCD (90.3 FM; MOORHEAD, MN; Owner: MINNESOTA PUBLIC RADIO)
- KFAB-FM (92.7 FM; KINDRED, ND; Owner: CAPSTAR TX LIMITED PARTNERSHIP)
- WDAY-FM (93.7 FM; FARGO, ND; Owner: CAPSTAR TX LIMITED PARTNERSHIP)
- KFNW-FM (97.9 FM; FARGO, ND; Owner: NORTHWESTERN COLLEGE)
- KKBX (101.9 FM; FARGO, ND; Owner: CAPSTAR TX LIMITED PARTNERSHIP)
- KDSU (91.9 FM; FARGO, ND; Owner: NORTH DAKOTA STATE UNIVERSITY)
- KPFX (107.9 FM; FARGO, ND; Owner: MONTEREY LICENSES, LLC)
- KFBN (88.7 FM; FARGO, ND; Owner: FARGO BAPTIST CHURCH)
- KLTA (105.1 FM; BRECKENRIDGE, MN; Owner: MONTEREY LICENSES, LLC)
- KRVI (95.1 FM; DETROIT LAKES, MN; Owner: CAPSTAR TX LIMITED PARTNERSHIP)
- KEGK (106.9 FM; WAHPETON, ND; Owner: GUDERIAN BROADCASTING, INC.)
- KDAM (104.7 FM; HOPE, ND; Owner: CLEAR CHANNEL BROADCASTING LICENSES, INC.)
- KDJZ (100.7 FM; HARWOOD, ND; Owner: TOM INGSTAD NORTH DAKOTA BROADCASTING LLC)

TV broadcast stations around Dilworth:

- KVRr (Channel 15; FARGO, ND; Owner: RED RIVER BROADCAST CO., LLC)
- KVNJ-LP (Channel 2; FARGO, ND; Owner: G.I.G., INC.)
- K56ET (Channel 56; FARGO, ND; Owner: TRINITY BROADCASTING NETWORK)
- WDAY-TV (Channel 6; FARGO, ND; Owner: FORUM COMMUNICATIONS COMPANY)
- KFME (Channel 13; FARGO, ND; Owner: PRAIRIE PUBLIC BROADCASTING, INC.)
- KXJB-TV (Channel 4; VALLEY CITY, ND; Owner: CATAMOUNT BROADCASTING OF FARGO LLC)
- KVLY-TV (Channel 11; FARGO, ND; Owner: NORTH DAKOTA TELEVISION LICENSE SUB, L.L.C.)

Dilworth fatal accident statistics for 1975 - 2021



See more detailed statistics of Dilworth fatal car crashes and road traffic accidents for 1975 - 2021 here (/accidents/acc-Dilworth-Minnesota.html)

National Bridge Inventory (NBI) Statistics	
Number of bridges	10
Total length	197ft / 60.3m
Total costs	\$264,000,000
⌵	



New bridges - historical statistics	
1930-1939	1
1940-1949	1
1960-1969	1
2000-2009	5
2010-2019	2

See full National Bridge Inventory statistics for Dilworth, MN (/bridges/bridges-Dilworth-Minnesota.html)

FCC Registered Antenna Towers: 38 (See the full list of FCC Registered Antenna Towers in Dilworth (/towers/cell-Dilworth-Minnesota.html#Antenna))

FCC Registered Broadcast Land Mobile Towers: 8 (See the full list of FCC Registered Broadcast Land Mobile Towers in Dilworth, MN (/towers/lmobile-Dilworth-Minnesota.html#Broadcast))

FCC Registered Microwave Towers: 3

- DILWORTH, Lat: 46.875000 Lon: -96.703000, Call Sign: WQHT695,
Assigned Frequencies: 956.393 MHz, Grant Date: 08/17/2017, Expiration Date: 11/02/2027, Certifier: Ken Parke, Registrant: Sensus, 450 N Gallatin Ave, Uniontown, PA 15401, Phone: (800) 638-3748, Fax: (800) 888-2403
- DILWORTH WT, 21 4th St Ne (Lat: 46.877333 Lon: -96.697417), Type: Tank, Structure height: 39.6 m, Overall height: 41.1 m, Call Sign: WQJR867,
Assigned Frequencies: 10616.2 MHz, Grant Date: 09/26/2018, Expiration Date: 12/08/2028, Certifier: Matt Siiro, Registrant: Red River Regional Dispatch Center, 300 Np Avenue, Suite 206, Fargo, ND 58102, Phone: (701) 451-7683, Fax: (701) 451-7679, Email: bzastoupil@rrrdc.com (mailto:bzastoupil@rrrdc.com)
- Dilworth Yard Office, 511 2nd Ave. Se (Lat: 46.874528 Lon: -96.694361), Type: Tower, Structure height: 30.5 m, Call Sign: WQNQ916,
Assigned Frequencies: 11325.0 MHz, Grant Date: 07/08/2021, Expiration Date: 04/25/2031, Certifier: Robert Leedham, Registrant: Bnsf Railway Co., 4515 Kansas Ave., Kansas City, KS 66106, Phone: (913) 551-4015, Email: chris.scheffler@bnsf.com (mailto:chris.scheffler@bnsf.com)

FCC Registered Amateur Radio Licenses: 24 (See the full list of FCC Registered Amateur Radio Licenses in Dilworth (/aradio/lic-Dilworth-Minnesota.html))

FAA Registered Aircraft: 1

- Aircraft: MOONEY M20J (Category: Land, Seats: 4, Weight: Up to 12,499 Pounds, Speed: 126 mph), Engine: LYCOMING I0360 SER (180 HP) (Reciprocating)
N-Number: 201HA, N201HA, N-201HA, Serial Number: 24-0227, Year manufactured: 1977, Airworthiness Date: 06/20/1977, Certificate Issue Date: 05/31/2018
Registrant (LLC): Tailwind Flight Service LLC, 415 Kroshus Dr, Dilworth, MN 56529



Home Mortgage Disclosure Act Aggregated Statistics For Year 2009

(Based on 2 partial tracts)

	A) FHA, FSA/RHS & VA Home Purchase Loans		B) Conventional Home Purchase Loans		C) Refinancings		D) Home Improvement Loans		F) Non- occupant Loans on < 5 Family Dwellings (A B C & D)		G) Loans On Manufactured Home Dwelling (A B C & D)	
↓↑	↓↑ Number	↓↑ Average Value	↓↑ Number	↓↑ Average Value	↓↑ Number	↓↑ Average Value	↓↑ Number	↓↑ Average Value	↓↑ Number	↓↑ Average Value	↓↑ Number	↓↑ Average Value
LOANS ORIGINATED	15	\$136,292	15	\$127,321	47	\$142,023	4	\$47,240	1	\$92,620	0	\$0
APPLICATIONS APPROVED, NOT ACCEPTED	0	\$0	2	\$137,345	2	\$118,235	0	\$0	0	\$0	0	\$0
APPLICATIONS DENIED	1	\$108,550	2	\$101,780	6	\$134,203	2	\$17,385	0	\$0	1	\$29,190
APPLICATIONS WITHDRAWN	0	\$0	2	\$127,790	7	\$169,363	1	\$6,900	1	\$16,450	0	\$0
FILES CLOSED FOR INCOMPLETENESS	0	\$0	1	\$120,760	1	\$67,940	0	\$0	0	\$0	0	\$0

Choose year:

Detailed HMDA statistics for the following Tracts: [0301.02 \(/loans/loans-Dilworth-0301-02-Minnesota.html#HMDA\)](#)

Private Mortgage Insurance Companies Aggregated Statistics For Year 2009

(Based on 2 partial tracts)

	A) Conventional Home Purchase Loans		B) Refinancings	
↓↑	↓↑ Number	↓↑ Average Value	↓↑ Number	↓↑ Average Value
LOANS ORIGINATED	2	\$118,235	2	\$157,780
APPLICATIONS APPROVED, NOT ACCEPTED	1	\$118,630	0	\$0
APPLICATIONS DENIED	0	\$0	0	\$0
APPLICATIONS WITHDRAWN	0	\$0	0	\$0
FILES CLOSED FOR INCOMPLETENESS	0	\$0	0	\$0

Choose year:

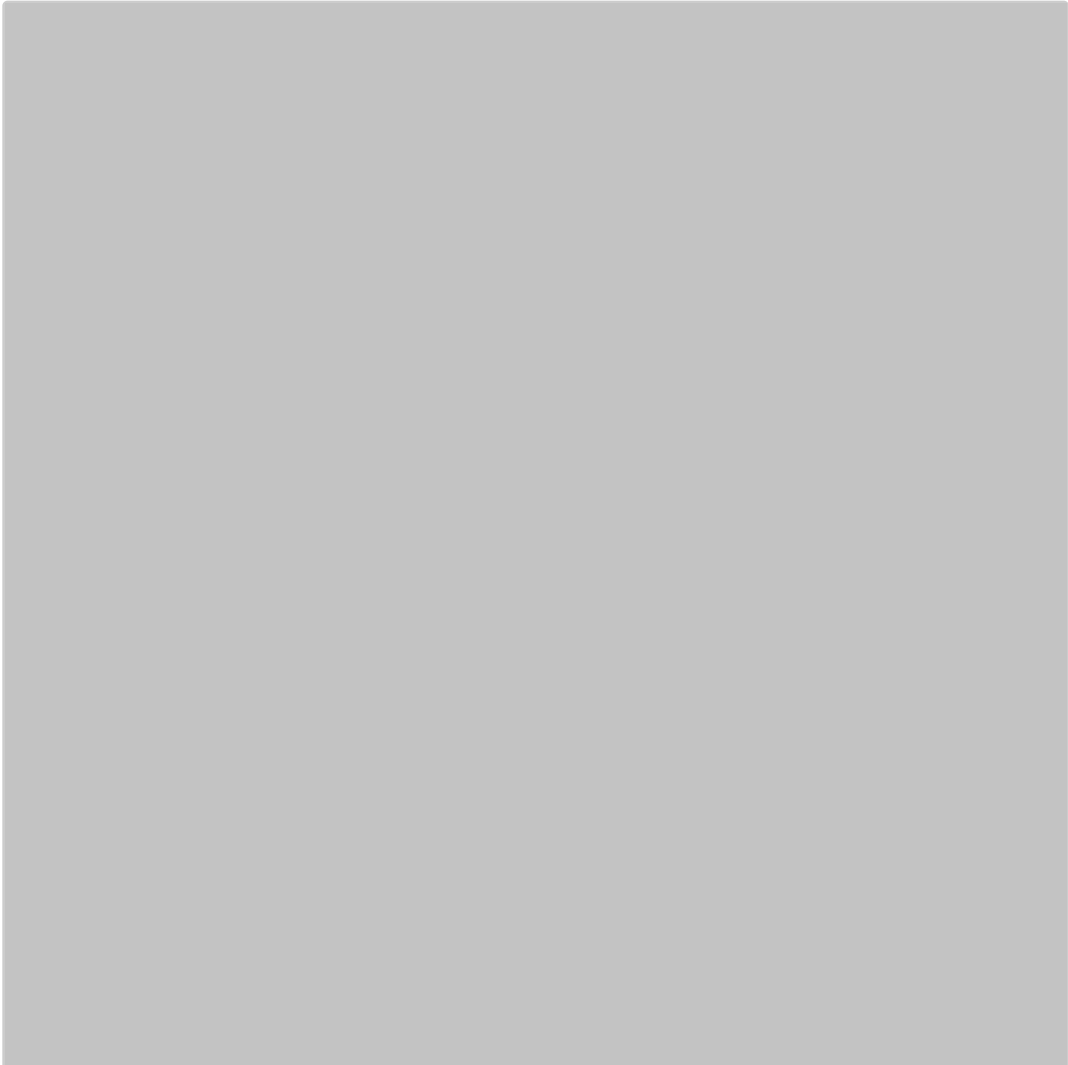
Detailed PMIC statistics for the following Tracts: [0301.02 \(/loans/loans-Dilworth-0301-02-Minnesota.html#PMIC\)](#)



2002 - 2018 National Fire Incident Reporting System (NFIRS) incidents



Based on the data from the years 2002 - 2018 the average number of fires per year is 16. The highest number of reported fires - 25 took place in 2003, and the least - 11 in 2007. The data has a decreasing trend.



When looking into fire subcategories, the most reports belonged to: Structure Fires (37.3%), and Outside Fires (22.6%).

Fire incident types reported to NFIRS in Dilworth, MN		
Structure Fires	37.3%	104
Outside Fires	22.6%	63
Mobile Property/Vehicle Fires	22.2%	62
Other	17.9%	50

See full National Fire Incident Reporting System statistics for Dilworth, MN (</fire/fire-Dilworth-Minnesota.html>)

Most common first names in Dilworth, MN among deceased individuals			Most common last names in Dilworth, MN among deceased individuals		
Name	Count	Lived (average)	Last name	Count	Lived (average)
Mary	9	78.2 years	Anderson	11	77.8 years
John	8	61.6 years	Johnson	7	61.8 years
Frank	7	79.7 years	Olson	7	75.7 years
✓ William	6	73.7 years	Swenson	7	76.9 years

Most common first names in Dilworth, MN among deceased individuals

Name	Count	Lived (average)
Laura	5	83.4 years
Charles	4	75.0 years
Arthur	4	79.5 years

Most common last names in Dilworth, MN among deceased individuals

Last name	Count	Lived (average)
Iverson	3	85.0 years
Adams	3	78.3 years
Chrissis	3	69.7 years

Houses and condos

Apartments

Utility gas

76.5%

Electricity

16.7%

Bottled, tank, or LP gas

4.9%

Fuel oil, kerosene, etc.

1.9%

Dilworth compared to Minnesota state average:

- Unemployed percentage significantly below state average.
- Median age significantly below state average.
- Foreign-born population percentage below state average.
- Length of stay since moving in significantly above state average.

Dilworth on our [top lists \(//www.city-data.com/top2/toplists2.html\)](http://www.city-data.com/top2/toplists2.html):

- #13 on the list of "Top 101 cities with the most residents born in Iraq (population 500+)"
- #66 on the list of "Top 100 high-educated but low-earning cities"
- #76 on the list of "Top 101 cities with the most residents born in Western Asia (population 500+)"
- #9 (56560) on the list of "Top 101 zip codes with the largest percentage of Norwegian first ancestries (pop 5,000+)"

There is [1 pilot \(/pilots/dilworth-city-minnesota.html#pilots\)](/pilots/dilworth-city-minnesota.html#pilots) and [11 other airmen \(/pilots/dilworth-city-minnesota.html#airman\)](/pilots/dilworth-city-minnesota.html#airman) in this city.



State of origin:

Minnesota

Destination state:

Choose state

Top Patent Applicants

Cristobal Molina (1)

Tristan M. Simetkosky (1)

Jacob A. Halvorson (1)

Sheldon Grywacheski (1)

Erich Joel Drees (1)

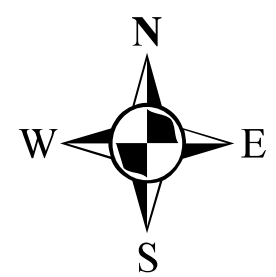
Michael Henning Bakken (1)

Total of 6 patent applications in 2008-2023.

[All Cities \(/\)](#) / [Minnesota \(/city/Minnesota.html\)](#), [MN smaller cities \(/city/Minnesota2.html\)](#), [MN small cities \(/city/Minnesota3.html\)](#)
/ [Clay County \(/county/Clay_County-MN.html\)](#) / [Dilworth, MN housing info \(/housing/houses-Dilworth-Minnesota.html\)](#)
/ [Dilworth, Minnesota](#)

[Add new facts and correct factual errors about Dilworth, Minnesota \(/sendfact.php?w=Dilworth-Minnesota.html&n=Dilworth\)](#)

City-data.com does not guarantee the accuracy or timeliness of any information on this site. Use at your own risk.
Website © 2023 Advameg, Inc.



Official Zoning Map

Summer 2021

Legend

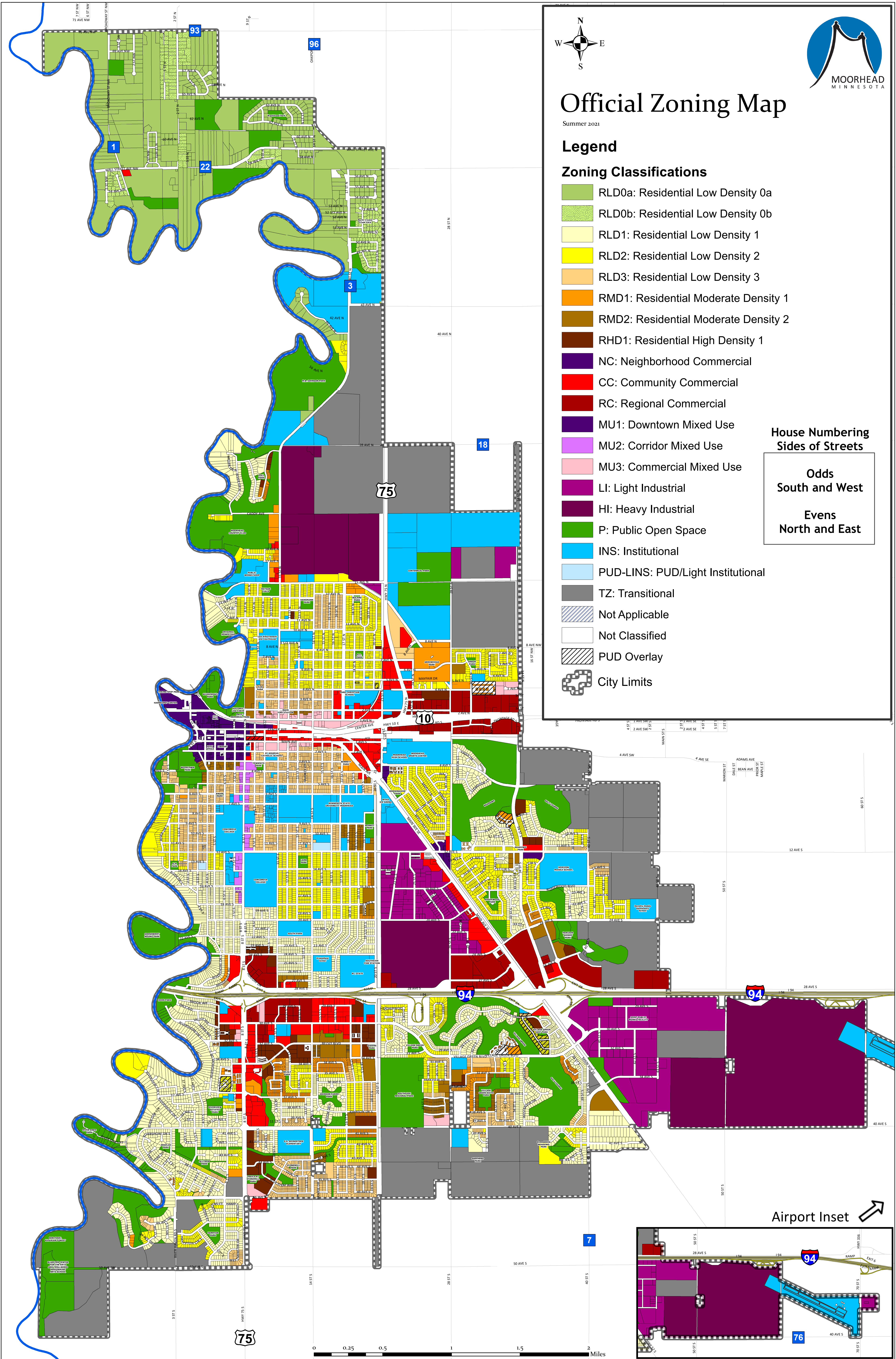
Zoning Classifications

- RLD0a: Residential Low Density 0a
- RLD0b: Residential Low Density 0b
- RLD1: Residential Low Density 1
- RLD2: Residential Low Density 2
- RLD3: Residential Low Density 3
- RMD1: Residential Moderate Density 1
- RMD2: Residential Moderate Density 2
- RHD1: Residential High Density 1
- NC: Neighborhood Commercial
- CC: Community Commercial
- RC: Regional Commercial
- MU1: Downtown Mixed Use
- MU2: Corridor Mixed Use
- MU3: Commercial Mixed Use
- LI: Light Industrial
- HI: Heavy Industrial
- P: Public Open Space
- INS: Institutional
- PUD-LINS: PUD/Light Institutional
- TZ: Transitional
- Not Applicable
- Not Classified
- PUD Overlay
- City Limits

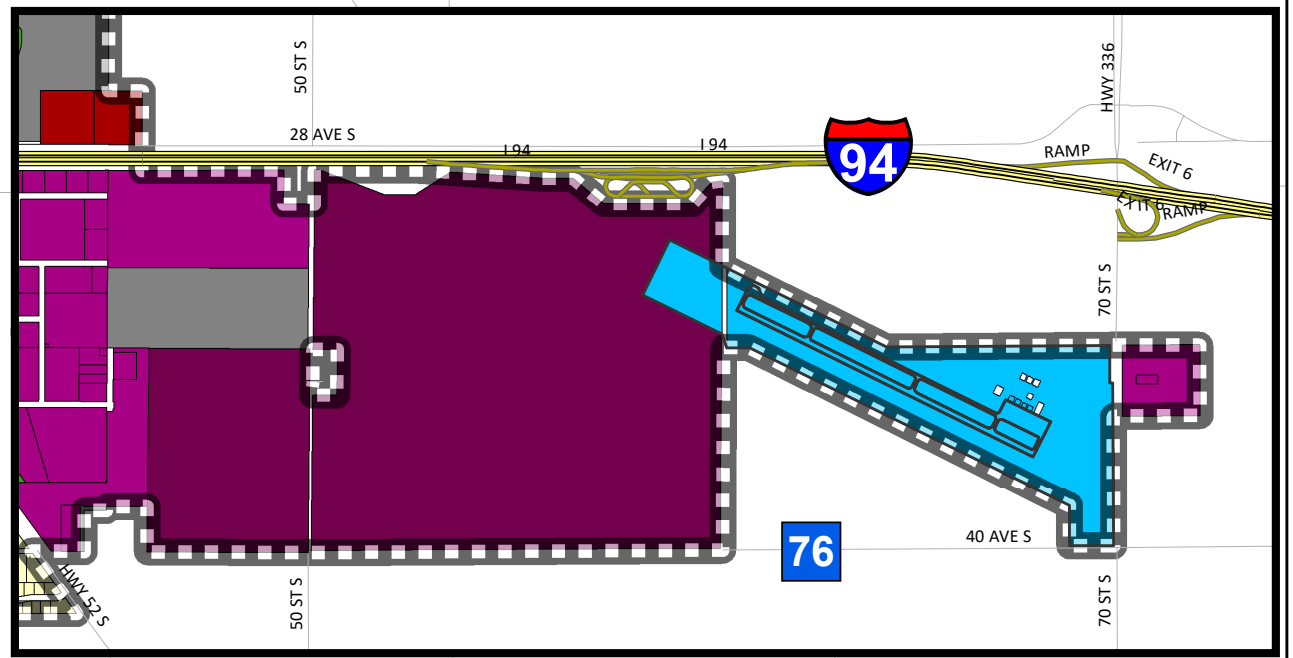
House Numbering Sides of Streets

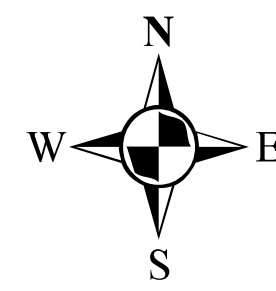
Odds
South and West

Evens
North and East



Airport Inset

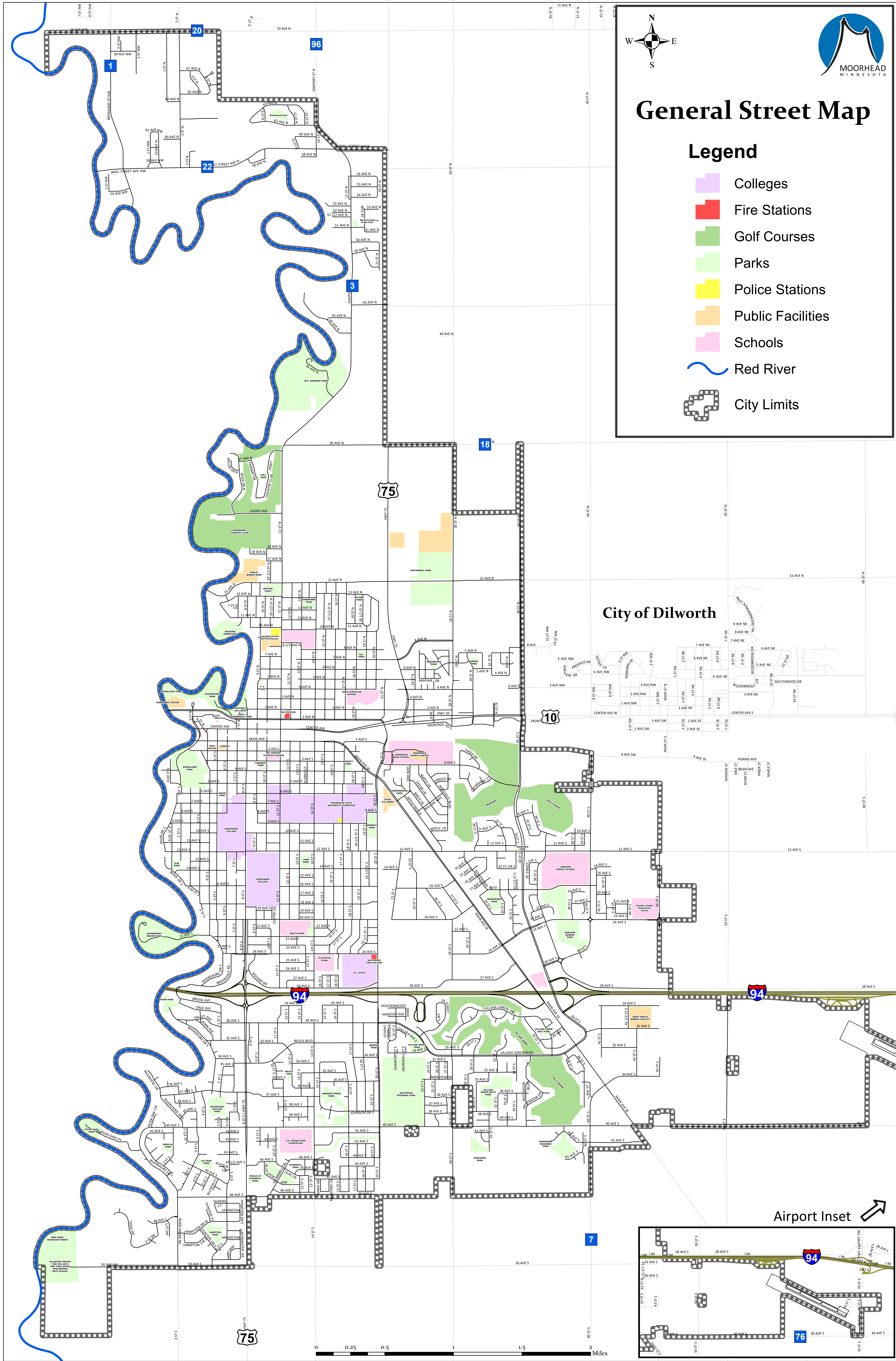




General Street Map

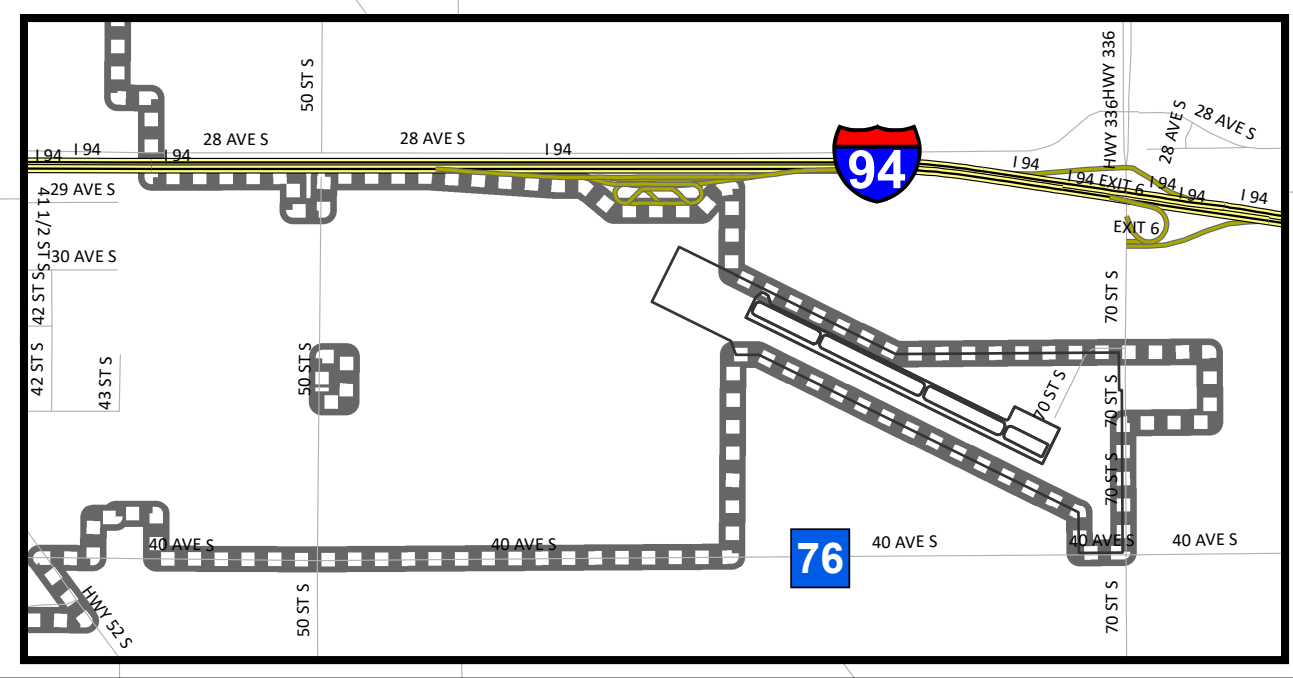
Legend

- Colleges
- Fire Stations
- Golf Courses
- Parks
- Police Stations
- Public Facilities
- Schools
- Red River
- City Limits

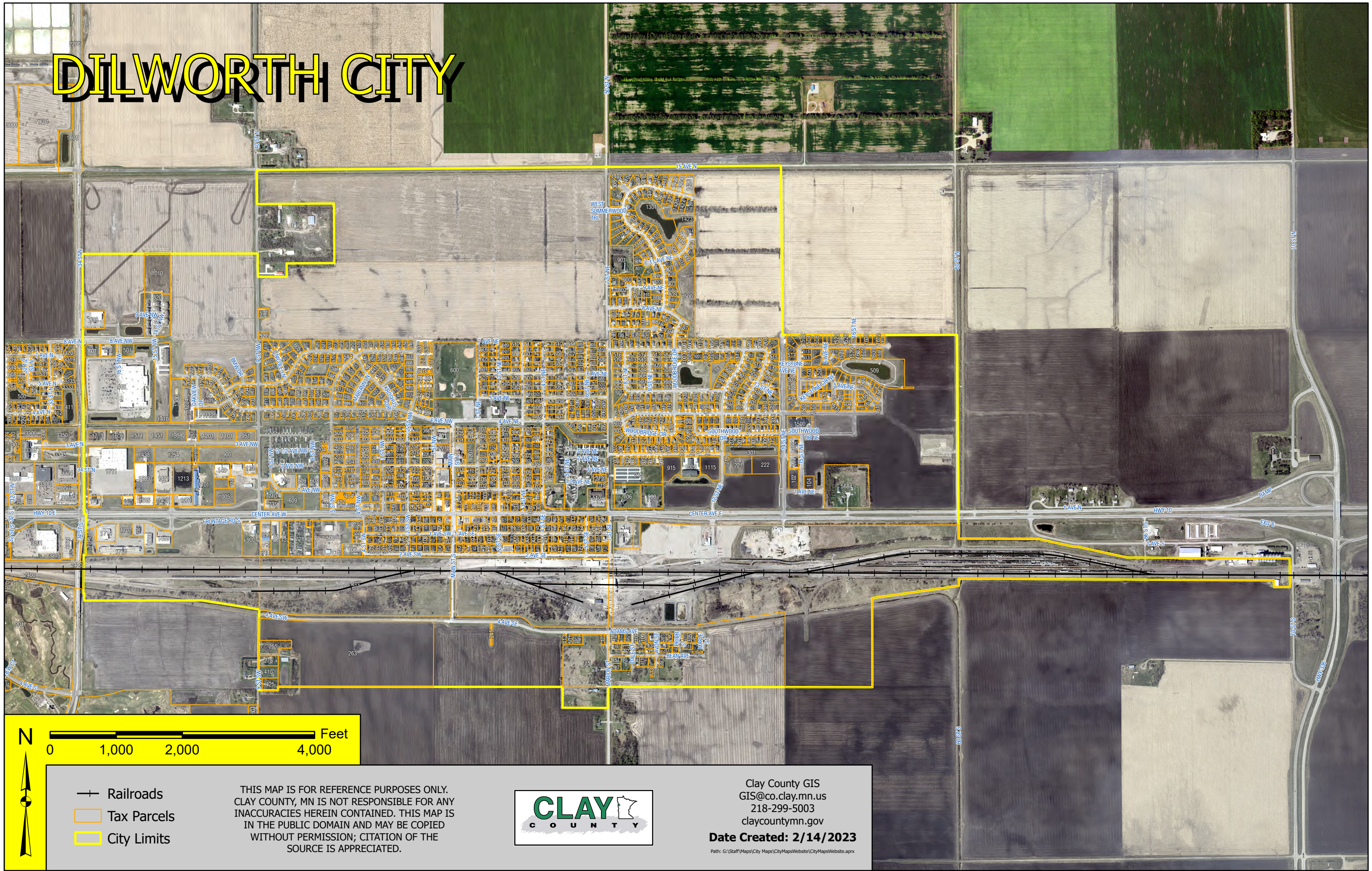


City of Dilworth

Airport Inset



DILWORTH CITY

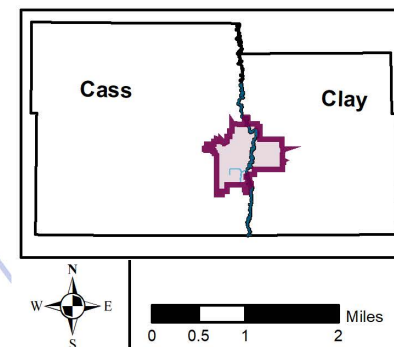
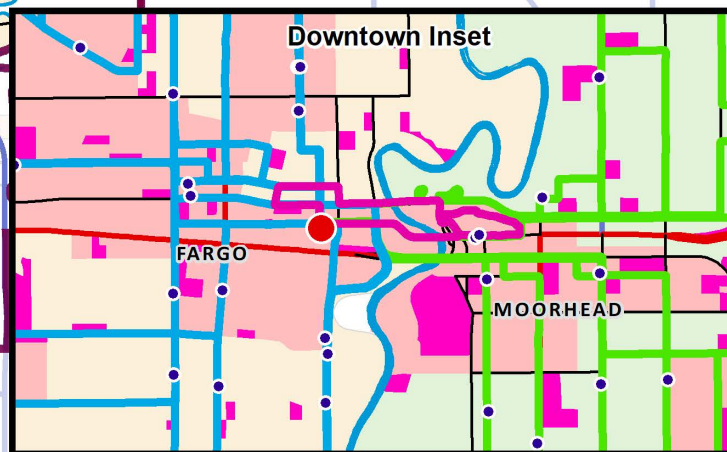
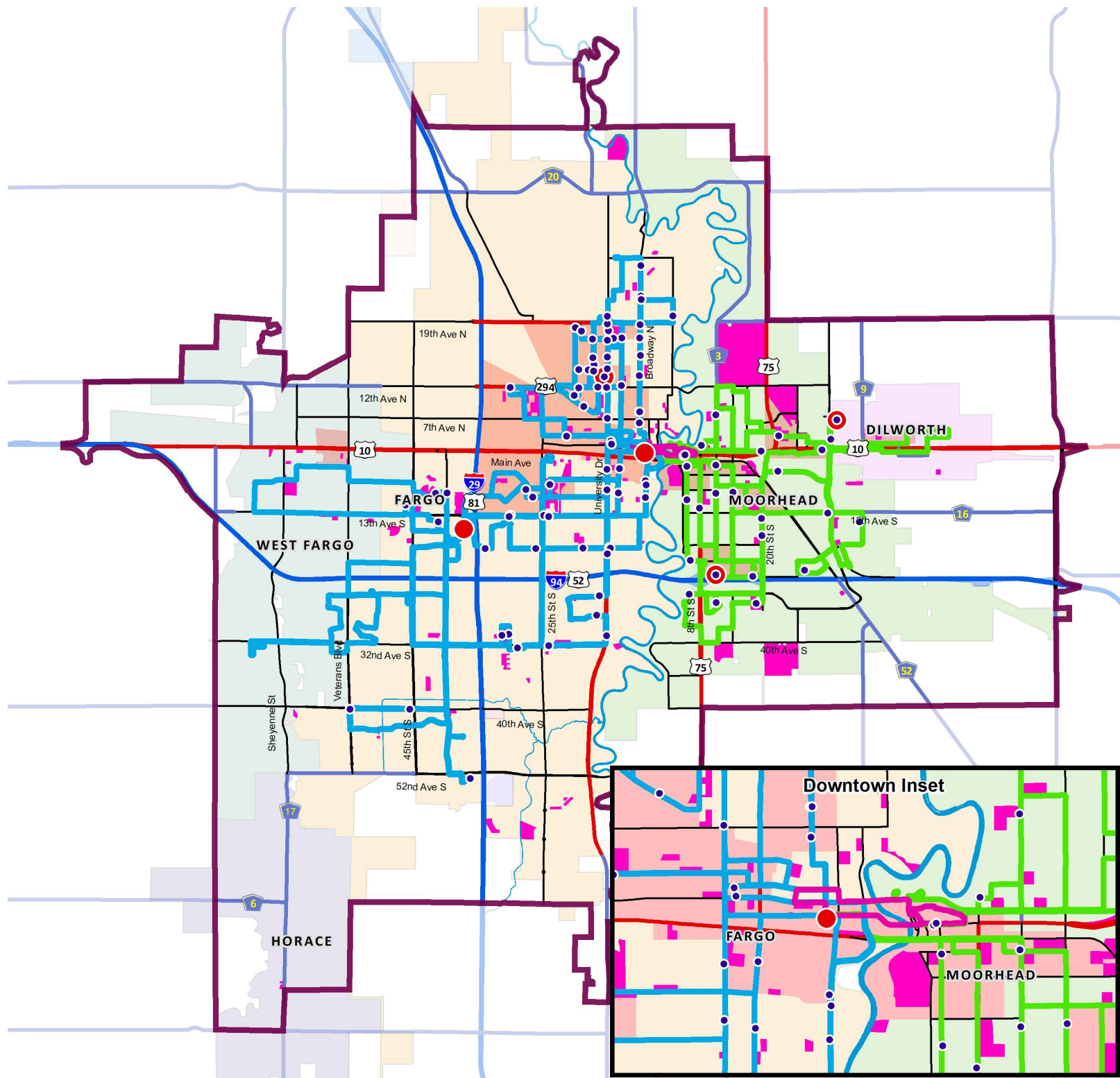


Attachment I

Environmental Justice Info

Legend

- 2016 Low Income Areas
- Block with > 25% Minority Population
- Fixed Route (City of Fargo)
- Fixed Route (City of Moorhead)
- LINKFM
- Designated Fixed Route Transfer Hub
- Shelter Location
- Metro COG Urban Area Boundary
- Interstate Highway
- U.S. Highway
- State Highway
- County Highway
- Major Municipal or Township Road
- Red River



FARGO-MOORHEAD
METROPOLITAN COUNCIL OF GOVERNMENTS

TITLE VI
NON-DISCRIMINATION
PLAN

PREPARED BY:
FARGO-MOORHEAD METROPOLITAN
COUNCIL OF GOVERNMENTS
ADOPTED: September 21, 2023
1 – 2nd Street N, Suite 232,
Fargo, ND 58102
visit our webpage at: www.fmmetrocog.org

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Resolution No. 2023-R012
Approving the Title VI Non-Discrimination Plan

WHEREAS Title VI of the Civil Rights Act of 1964 and U.S. Department of Transportation (USDOT) regulations to implement the law (49 CFR, Part 21) require all recipients and sub-recipients of Federal transportation funds such as the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) to establish and maintain a Title VI Program that carries out the regulations and integrates the activities and considerations outlined in the USDOT's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons (70 FR 74087, December 14, 2005) ; and

WHEREAS the Federal Transit Administration (FTA) issued Circular FTA 4702.1B, Title VI Requirements and Guidelines for FTA Recipients, on October 12, 2012 providing further guidance and instructions necessary to carry the USDOT Title VI regulations and policy guidance related to LEP persons; and

WHEREAS a Title VI Non-Discrimination Plan has been developed for Metro COG as its administrative and fiscal agent, which aims to meet these requirements; and

WHEREAS the Title VI Program includes an updated Limited English Proficiency (LEP) Plan contained in Appendix F; and

WHEREAS Metro COG intends that no person shall, on the grounds of race, color, and/or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Metro COG program or activity, regardless of funding source; and

WHEREAS Metro COG as its agent intends that, any agencies or firms with whom the MPO contracts will comply with the Title VI Program as appropriate and Metro COG will take reasonable steps to ensure such compliance:

NOW, THEREFORE, BE IT RESOLVED that the Fargo-Moorhead Metropolitan Council of Governments as the designated Metropolitan Planning Organization (MPO) for the Fargo-Moorhead Metropolitan Area, approves the Title VI Non-Discrimination Plan dated September 21, 2023, which reflects the draft document dated September 21 without change; and

BE IT FURTHER RESOLVED, in accordance with 23 CFR 450.334(a) the Fargo-Moorhead Metropolitan Council of Governments hereby certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
2. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR part 21;
3. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Sections 1101(b) of the Fixing America's Surface Transportation (FAST) Act (Pub. L. 114-357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT funded projects;

5. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of title 23, U.S.C regarding the prohibition of discrimination based on gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.



Chuck Hendrickson
Chair, Metro COG Policy Board

09/21/2023
Date

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Fargo-Moorhead Metropolitan Council of Governments (Metro COG)

TITLE VI/NONDISCRIMINATION AND ADA POLICY STATEMENT

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin. Specifically, 42 USC 2000d states that "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." In addition to Title VI, there are other Nondiscrimination statutes which include: Section 162(a) of the Federal-Aid Highway Act of 1973 (23 USC 324) (sex), Age Discrimination Act of 1975 (age), and Section 504 of the Rehabilitation Act of 1973/ADA of 1990 (disability). Taken together, these requirements define an over-arching Title VI/Nondiscrimination and ADA Program. Title VI and the additional Nondiscrimination requirements are applicable to programs receiving federal financial assistance due to the Civil Rights Restoration Act of 1987.

There are two Presidential Executive Orders that place further emphasis upon the Title VI protections of race and national origin. Executive Order 12898 ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations. Executive Order 13166 directs recipients of Federal financial assistance that to ensure compliance with Title VI, they must take reasonable steps to ensure that limited English proficiency persons have meaningful access to their programs.

I, as Chair of the Metro COG Policy Board, am personally committed to and support taking all steps to ensure that no person or groups of persons shall, on the grounds of race, color, national origin, sex, age, disability, limited English proficiency, or income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by Metro COG, its recipients, sub recipients, and contractors.

The Executive Director, Ben Griffith is appointed as the Title VI Coordinator and ADA Coordinator and is granted the authority to develop, administer, and monitor the Title VI/Nondiscrimination and ADA Program as promulgated.

Anyone who believes that he or she has been discriminated against should contact Ben Griffith, Title VI Coordinator and ADA Coordinator, 1 – 2nd St N, Suite 232, Fargo, ND 58102, at (701-532-5100). TTY users may call Relay North Dakota at 711 or 1-800-366-6888 (toll free).



Chuck Hendrickson
Chair, Metro COG Policy Board

09/21/2023

Date

The United States Department of Transportation (USDOT)
Standard Title VI/Non-Discrimination Assurances
DOT Order No. 1050.2A

The **Fargo-Moorhead Metropolitan Council of Governments, Fargo, Cass County** (hereinreferred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled *Non-discrimination in Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Federal-Aid Highway Program.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests for Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Program and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

" The **Fargo-Moorhead Metropolitan Council of Governments, Fargo, Cass County**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.

4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.

7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:

a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

- b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- 8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
- 9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
- 10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the **Fargo-Moorhead Metropolitan Council of Governments, Fargo, Cass County** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Federal Highway Administration's access to records, accounts, documents, information, facilities, and staff. It is also recognized that compliance with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration is required. Records and reports must be kept, and the material submitted for review upon request to the Federal Highway Administration, or its designee in a timely, complete, and accurate way. Additionally, compliance with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance, will be satisfied.

The **Fargo-Moorhead Metropolitan Council of Governments, Fargo, Cass County** gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal-Aid Highway Program. This ASSURANCE is binding on **Fargo-Moorhead Metropolitan Council of Governments, Fargo, Cass County**, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal-Aid Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Chuck Hendrickson, Chair
Name (Type/Print)

Fargo-Moorhead Metropolitan Council of Governments, Fargo, Cass County
Recipient


Signature

09/21/2023
Date

Organization, Staffing, and Responsibilities

FARGO-MOORHEAD METROPOLITAN COUNCIL OF GOVERNMENTS

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) employs eight (8) full-time staff members, and one part-time staff member. Staff was comprised of the following: one Executive Director, one Senior Transportation Planner, one Transportation Planner, one Community & Technical Analyst, one Associate Transportation Planner, one Assistant Transportation Planner, one GIS Specialist, one Transportation Planning Intern, and one Office Manager, who also serves as the Title VI Coordinator and ADA Coordinator, and assumes both roles by appointment.

POLICY BOARD

The Metro COG Policy Board consists of sixteen (16) voting members, two (2) Ex-Officio members (non-voting), and non-voting members from Associate Member Jurisdictions. Each member is appointed as prescribed within the Metro COG Policy Board By-Laws. The membership is comprised of representatives (or their designees) from Metro COG jurisdictions as follows: Seven (7) total representatives from the City of Fargo, of which four (4) must be elected officials; Three (3) total representatives from the City of Moorhead, two (2) of which must be elected officials; One (1) representative (elected official) from the City of Dilworth; One (1) representative (elected official) from the City of Horace; Two (2) representatives from the City of West Fargo, one (1) of which must be an elected official; One (1) representative (elected official) from Clay County; and One (1) representative (elected official) from Cass County. Ex-Officio Members are the North Dakota Department of Transportation Director or her/his designee, and the Minnesota Department of Transportation District 4 Engineer or her/his designee. Non-Voting Associate Members include one representative for each Metro COG Associate Member.

TRANSPORTATION TECHNICAL COMMITTEE

The Metro COG Transportation Technical Committee (TTC) consists of twenty-two (22) voting members, two (2) Ex-Officio members (non-voting), and non-voting members from Associate Member Jurisdictions. Each member is appointed as prescribed within the Metro COG TTC By-Laws. The membership is comprised of representatives (or their designees) from Metro COG jurisdictions and stakeholders as follows: Metro COG (Chair), Dilworth Community & Development Director, Fargo Traffic Engineer, Fargo Planning Director, Fargo Transit Manager, Horace Community Development Director, Moorhead Traffic Engineer, Moorhead City Planner, Moorhead Transit Manager, West Fargo Traffic Engineer, West Fargo Planning Director, Cass County Engineer, Cass County Planning Director, Clay County Engineer, Clay County Planning Director, North Dakota Department of Transportation MPO Coordinator, Minnesota Department of Transportation MPO Coordinator, Freight Representative, Bicycle/Pedestrian Committee Representative, North Dakota College/University Representative, Minnesota College/University Representative, and Economic Development Representative (regional). Ex-Officio members are Federal Highway Administration Representative and Federal Transit Administration Representative. Non-Voting Associate Members include one representative for each Metro COG Associate Member.

METROPOLITAN BICYCLE AND PEDESTRIAN COMMITTEE

The Metropolitan Bicycle and Pedestrian Committee is tasked with the oversight of the development and maintenance of the Metropolitan Bicycle and Pedestrian Plan. The Committee is made up of twenty-two (22) representatives. The Committee is a subcommittee of Metro COG's Transportation Technical Committee. Each member is appointed as prescribed within the Metro COG TTC By-Laws.

Agencies or entities participating as voting members of the Committee as follows: One (1) Metro COG (MPO) representative; three (3) City of West Fargo representatives, two voting, one proxy – Planning Department, Engineering Department, and Parks Department; three (3) City of Fargo representatives – Planning Department, Engineering Department, and Parks Department; three (3) City of Moorhead representatives, two voting, one proxy – Planning Department, Engineering Department, and Parks Department; one (1) City of Dilworth representative; one (1) City of Horace representative; one (1) Cass County representative; one (1) Clay County representative; one (1) MATBUS transit representative; two (2) State Departments of Transportation – one MnDOT District 4, and one NDDOT Fargo District; three (3) Safety/Health representatives – City of Fargo Police, Cass County Public Health, and Clay County Public Health; one (1) representative from River Keepers; one (1) representative from a local College/University; one (1) representative from Great Rides (or similar Ride Share organization); and one (1) Citizen representative (two-year term).

Staff and Committee Composition

Metro COG understands that diverse representation on the Policy Board and its committees helps result in sound policy reflective of the needs of the entire population. The Policy Board is comprised of elected officials from the communities within the Metropolitan Planning Area. These officials are chosen by the corresponding jurisdiction (see the Governance and Organizational Structure section for more information), and, per agreement, the Chair and Vice Chair rotate on an annual basis.

In addition to the Policy Board, Metro COG has one permanent advisory committee, the Transportation Technical Committee. Similar to the Policy Board, members from this committee are chosen by local jurisdictions, with the intent that they represent a broad range of technical knowledge and experience (see the Governance and Organizational Structure section for more information). The committee includes both staff from local jurisdictions, as well as representatives from MnDOT, NDDOT, and persons with expertise on particular relevant subject matter (e.g. freight, economic development, and bicycle and pedestrian issues). Metro COG makes every effort to encourage a diverse collection of individuals on the Transportation Technical Committee, but the members are ultimately chosen by each participating jurisdiction.

FTA Title VI Circular 4702.1B requires that for any recipients, which have transportation-related, non-elected planning boards, advisory council or committees, or similar bodies, membership of these committees must be broken down by race and accompanied by a description of efforts made to encourage the participation of minorities on these committees.

Metro COG has established two advisory committees – an intergovernmental Transportation Technical Committee (TTC) and an Executive Committee. Additionally, four supportive technical committees have been established – Metropolitan Bicycle and Pedestrian Committee, GIS Committee, Traffic Operations Working Group, and the Freight Advisory Committee.

Table 1 provides the racial and sexual composition of the Metropolitan Statistical Area (MSA), Metro COG's staff and committees.

Table 1: Demographic Composition of Metro COG Committees

Committee [Number of Members]	Race							Sex			Gender			
	White (not Hispanic or Latino)	Hispanic or Latino	Black / African American	Native Hawaiian or Other Pacific Islander	Asian / Asian American	American Indian or Alaska Native	Two or More Races	No Response	Male	Female	Preferred Not To Say	Male	Female	Preferred Not to Say
Metropolitan Statistical Area (MSA) [249,843]	206,758	9,193	16,153	121	6,849	3,761	13,338	0	126,756	125,380	0	116,897	115,763	0
Policy Board [24]	5	-	-	-	-	-	-	19	2	3	-	2	3	-
Transportation Technical Committee [22]	13	-	-	-	1	-	1	-	6	7	-	6	7	-
Metropolitan Bicycle and Pedestrian Committee [22]	8	-	-	-	-	-	-	14	4	4	-	4	4	-
GIS Committee [9]	6	-	-	-	-	1	-	2	5	2	-	5	2	-
Traffic Operations Working Group [#]	-	-	-	-	-	-	-	*	-	-	*	-	-	*
Southwest Metro Working Group [#]	2	-	-	-	-	-	-	**	2	-	**	2	-	**
Metro COG Staff [9]	4	-	-	-	1	-	-	4	3	2	-	3	2	-

Demographic information on the Fargo-Moorhead MSA taken from the 2020 U.S. Census Bureau's American Community Survey. Committee members are surveyed annually and as committee member turnover occurs; this table is updated subsequently.

*The Traffic Operations Working Group meets on an as-needed basis, so positions may be left vacant between meetings. For this reason, the Traffic Operations Working Group does not have a complete demographic composition represented in this table.

**Formation of a Southwest Metro Working Group was identified as a follow-up action in the 2016 Southwest Metro Transportation Plan. At this time, neither membership nor bylaws denoting voting members, appointments, or terms have been determined. For these reasons, committee demographics are not represented in this table.

Surveys are completed annually and as new hires occur.

Overall, staff received 5 responses from of the 24 members of the Policy Board and 13 of the 22 members of the Transportation Technical Committee responded. The figures included in Table 1 represent the committees as of March 2023, and will fluctuate annually based upon rotation of appointees from individual jurisdictions and other factors.

Staff demographics are collected upon employment. See Appendix A for Metro COG's employment application and detachable Equal Employment Opportunity Survey.

Part 1: Title VI/Non-Discrimination Plan

Metro COG is committed to preventing discrimination and to fostering a just and equitable society, and recognizes the key role that transportation facilities and services provide to the community. Metro COG assures that no person shall on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100-259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. Metro COG further assures that every effort will be made to ensure nondiscrimination in all of its federally funded program activities.

Metro COG adopted its first Title VI Non-Discrimination Program in 2012. MPOs are required to update their Title VI program every three years.

To view a copy of Metro COG's Title VI Assurances, please see Appendix B.

On the following page is Metro COG's official Title VI / Nondiscrimination and ADA Policy Statement.

Fargo-Moorhead Metropolitan Council of Governments (Metro COG)

TITLE VI/NONDISCRIMINATION AND ADA POLICY STATEMENT

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin. Specifically, 42 USC 2000d states that "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." In addition to Title VI, there are other Nondiscrimination statutes which include: Section 162(a) of the Federal-Aid Highway Act of 1973 (23 USC 324) (sex), Age Discrimination Act of 1975 (age), and Section 504 of the Rehabilitation Act of 1973/ADA of 1990 (disability). Taken together, these requirements define an over-arching Title VI/Nondiscrimination and ADA Program. Title VI and the additional Nondiscrimination requirements are applicable to programs receiving federal financial assistance due to the Civil Rights Restoration Act of 1987.

There are two Presidential Executive Orders that place further emphasis upon the Title VI protections of race and national origin. Executive Order 12898 ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations. Executive Order 13166 directs recipients of Federal financial assistance that to ensure compliance with Title VI, they must take reasonable steps to ensure that limited English proficiency persons have meaningful access to their programs.

I, as Chair of the Metro COG Policy Board, am personally committed to and support taking all steps to ensure that no person or groups of persons shall, on the grounds of race, color, national origin, sex, age, disability, limited English proficiency, or income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by Metro COG, its recipients, sub recipients, and contractors.

The Executive Director, Ben Griffith is appointed as the Title VI Coordinator and ADA Coordinator and is granted the authority to develop, administer, and monitor the Title VI/Nondiscrimination and ADA Program as promulgated.

Anyone who believes that he or she has been discriminated against should contact Ben Griffith, Title VI Coordinator and ADA Coordinator, 1 – 2nd St N, Suite 232, Fargo, ND 58102, at (701-532-5100). TTY users may call Relay North Dakota at 711 or 1-800-366-6888 (toll free).



Chuck Hendrickson
Chair, Metro COG Policy Board

09/21/2023

Date

Fargo-Moorhead Metropolitan Council of Governments

Title VI Notice to the Public

Information must be provided to the public regarding the recipient's obligations under U.S. DOT Title VI regulations and members of the public must be apprised of the protections against discrimination afforded to them by Title VI.

Metro COG's Title VI notice to the public is posted under the [Resources/ Title VI Plan](#) link on the agency's website. The notice is also posted at the front desk in the agency office and in the hallway near the elevator on the second floor of the Case Plaza building. To view a copy of Metro COG's Title VI notice to the public, please see Figure 2.

METROCOG

Fargo-Moorhead Metropolitan Council of Governments

Case Plaza Suite 232 | 1 - 2nd Street North
Fargo, North Dakota 58102-4807
p: 701.532.5100 | f: 701.232.5043
e: metrocoq@fmmetrocoq.org
www.fmmetrocoq.org

Notifying the Public of Rights under Title VI

Fargo-Moorhead Metropolitan Council of Governments

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he/she/they has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with Metro COG.

For more information on Metro COG's civil rights program, and the procedures to file a complaint contact the Title VI Coordinator via

- Phone: 701.532.5100
- Email: metrocoq@fmmetrocoq.org
- Website: www.fmmetrocoq.org/resources/title-vi-plan

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the

Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Avenue SE
Washington, DC 20590

Complaint forms are provided below.

Los formularios de queja se proporcionan a continuación.	English
Formên giilî li jêr têne peyda kirin.	Spanish
U nastavku su navedeni formulari za žalbe.	Kurdish
Foomamka cabashada ayaa hoosta laga bixiyay.	Bosnia
उजुरी फारमहरू तल प्रदान गरिएको छ।	Somali
Формы жалоб представлены ниже.	Nepali
投诉表格如下。	Russian
Mẫu đơn khiếu nại được cung cấp dưới đây.	Chinese
يتم تقديم نماذج الشكاوى أدناه.	Vietnamese
	Arabic

- 701.532.5100
- Case Plaza
1 - 2nd Street N, Suite 232
Fargo, ND 58102

Figure 2: Fargo-Moorhead Metropolitan Council of Governments Title VI Notice to the Public

Title VI Complaint Procedure

Scope of Title VI Complaints

Discrimination complaints can be based on race, sex, color, age, national origin, disability, limited English proficiency, and income status. The scope of Title VI covers all internal and external Metro COG activities. Adverse impacts resulting in Title VI complaints can arise from many sources, including advertising, bidding, and contracts.

Discrimination complaints can originate from individuals or firms alleging inability to bid upon or obtain a contract with Metro COG for the furnishing of goods and/or services. Examples include:

- Advertising for bid proposals;
- Prequalification or qualification;
- Bid proposals and awards; or
- Selection of contractors, subcontractors, material and equipment suppliers, lessors, vendors, consultants, fee appraisers, universities, etc.

Discrimination complaints can originate as a result of project impacts on individuals or groups. Examples may include:

- | | |
|---------------------------------|----------------------------------|
| – Social and economic hardships | – Air quality |
| – Traffic | – Access |
| – Noise | – Accidents |
| | – Failure to maintain facilities |

How to File a Formal Title VI Complaint

The Metro COG Title VI Policy assures that no person or groups of persons shall, on the grounds of race, color, sex, age, national origin, income status, sexual orientation, and disability or handicap, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by Metro COG, its recipients, subrecipients, and contractors. In addition, Executive Order 12898 (Environmental Justice) prohibits discrimination based on income status.

Any person(s) or organization(s) believing they have been discriminated against on the basis of race, color, or national origin by Metro COG may file a Title VI complaint by completing and submitting Metro COG's Title VI Complaint Form or by sending an email or letter with the necessary information to Metro COG:

Fargo-Moorhead Metro COG
Attn: Title VI Complaint
1 – 2nd Street N, Suite 232
Fargo, ND 58102

PH: 701-532-5100

Email: metrococg@fmmetrococg.org

A person may also file a complaint directly with the Federal Transit Administration (FTA), at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

Discrimination complaints addressed to Metro COG must be received no more than 180 days after the alleged incident. Filing times may be extended if deemed necessary. Once the complaint is received, Metro COG's Title VI Coordinator will review it to determine which agency has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our agency within ten (10) business days. The complainant has ten (10) business days from the date of the acknowledgement letter to send requested information to the investigator assigned to the case.

Discrimination complaints will be investigated within thirty (30) calendar days from the date the original complaint was received. If more information is needed to resolve the case, the city may contact the complainant.

Once the complaint is investigated, the investigator will issue either a letter of finding if a case of discrimination is found, or a closure letter if no discrimination is found. A copy of the letter will be sent to the U.S. Department of Transportation and North Dakota Department of Transportation. Every effort will be made to complete the investigation process and issue a letter within sixty (60) days of the complaint.

If the complainant wishes to appeal the decision, she/he/they has thirty (30) days after the date of the letter to do so.

Metro COG's complaint form and detailed procedures for investigating a complaint are posted under the [Resources/ Title VI Plan](#) link on the agency's website. The complaint form is also posted in the second floor of Case Plaza Lobby: 1 -2nd Street N, Fargo, ND 58102 and at the front desk in the agency office.

To view a copy of Metro COG's detailed complaint investigation procedures please see Appendix C. To view a copy of Metro COG's Complaint Form please see Appendix D.

Title VI Investigations

All recipients of federal financial assistance are required to maintain a list of any complaints alleging discrimination on the basis of race, color, or national origin.

As of January 2023, there have been no Title VI investigations, complaints, or lawsuits filed with Metro COG.

In order to comply with federal requirements Metro COG maintains Appendix E, in case a complaint arises. To view a copy of Metro COG's Complaint Log please see Appendix E.

Organizational Responsibilities

The general responsibility for overseeing compliance with applicable nondiscrimination authorities in each transportation planning and programming area Metro COG is involved in resides with the Title VI Coordinator. The Title VI Coordinator ensures compliance with provisions of the law, including the requirements of 23 CFR Part 200 and 49 CFR Part 21, administering the Title VI complaint procedures, and insuring compliance with Title VI by recipients, sub-grantees, contractors and sub-contractors of Metro COG.

Promote Inclusive Public Participation

Additionally, Metro COG promotes inclusive public participation through:

1. Implementing Policy (i.e. Public Participation Plan)
2. Developing and amending plans and programs (i.e. Metropolitan Transportation Plan and Transportation Improvement Programs)
3. Conducting general transportation plans and studies (i.e. neighborhood or corridor studies; transit studies; and bicycle/pedestrian studies)

In order to comply with Federal Policy 23 CFR Section 450.316 and MAP-21 requirements, as well as to provide structure, consistency and accountability in its public involvement processes, Metro COG maintains and conducts its planning activities in accordance with the Public Participation Plan (PPP). The PPP is available at Metro COG's office and on the website at [Resources/Public-Participation-Plan](#).

Provide Access to Limited-English Proficient (LEP) Persons

See Appendix J: Limited English Proficiency (LEP) Plan for details.

Encourage Minority Representation on Planning and Advisory Committees

See Staff and Committee Composition within this document for further details on how Metro COG strives to achieve this.

Training

As an organization, staff will complete one hour of training per calendar year. The Title VI Coordinator will determine the required training annually. Each year, the Title VI Training and Certificate of Completion will be amended into the appendices, along with the Title VI Training Log for Employees.

To view the 2019 Title VI Training and Certificate of Completion view Appendix F. The Title VI Training Log for Employees can be viewed in Appendix G.

Metro COG Title VI Coordinator

Metro COG's Executive Director is responsible for ensuring the implementation of the MPO's overall Title VI Program. This includes responsibility for ensuring compliance, program monitoring, reporting, and education on Title VI issues within the MPO.

Fargo-Moorhead Metro COG
Attn: Executive Director
1 – 2nd Street N, Suite 232
Fargo, ND 58102

PH: 701-532-5100

Email: metrococg@fmmetrococg.org

Title VI Coordinator Responsibilities

The Title VI Coordinator is charged with the responsibility for implementing, monitoring, and ensuring Metro COG's compliance with Title VI regulations. Title VI responsibilities are as follows:

1. Process the disposition of Title VI complaints received by Metro COG.
2. Collect Statistical data (race, color, sex, age, disability, or national origin) of participants in and beneficiaries of state highway programs, e.g. affected citizens and impacted communities. (See Appendix F)
3. Conduct annual Title VI reviews to determine the effectiveness of program activities at all levels.
4. Conduct Title VI reviews of consultant contractors and other recipients of federal-aid highway fund contracts administered through Metro COG.
5. Review Metro COG program directives. Where applicable, include Title VI language and related requirements.
6. Conduct training programs on Title VI and other related statutes for Metro COG employees and recipients of federal highway funds. Post a copy of the Title VI Plan on Metro COG web-site. Post the Title VI Plan on bulletin boards near the front desk at the Metro COG worksite. Inform all employees that a copy of the Title VI Plan is available upon request. Instruct all new employees about the Title VI Plan during orientation.
7. Prepare a yearly report of Title VI accomplishments and goals, as required.
8. Develop Title VI information for dissemination to the general public and, where appropriate, in languages other than English. Post the Title VI Plan on Metro COG web- site and on bulletin boards near the front desk.
9. Conduct post-grant reviews of Metro COG programs and applicants for compliance with Title VI requirements.
10. Identify and take corrective action to help eliminate discrimination.
11. Establish procedures to promptly resolve identified Title VI deficiencies. Document remedial actions agreed to be necessary. Provide remedial actions within 90 days of identification of a deficiency.

Part 2: Title VI and Environmental Justice Considerations in the Planning and Programming Process

Procedures by which mobility needs of minority populations are identified and considered

Metro COG seeks to identify the mobility needs of minority populations during the transportation planning and programming process through early and continuing public outreach to minority populations to obtain their input, and through data and GIS analysis of the location of minority population concentrations relative to existing and planned jobs and services and their travel patterns. The following sections outline in more detail how Title VI and environmental justice considerations are incorporated into Metro COG's planning and programming process.

Promoting Inclusive Public Participation and Providing Meaningful Access to Limited English Proficient Persons

Public Participation Plan (PPP)

Metro COG's Public Participation Plan, approved in May 2016, provides a framework for engaging the public in the regional transportation planning and programming process. Metro COG recognizes that effective public involvement is inclusive of the needs of all transportation system users with an emphasis on traditionally underserved populations. The goals of the PPP include:

1. Inform the Public and Engage Citizens in the Transportation Planning Process
2. Facilitate two-way communication between the public and key decision makers.
3. Evaluate effectiveness of public participation strategies

The PPP identifies multiple stakeholders that are important participants in the transportation planning process. Further information regarding the PPP can be found on Metro COG's website at: <http://www.fmmetrocog.org/resources/public-participation-plan>

The Public Participation Sign-in Sheet is available in Appendix H.
The Public Participation Survey is available in Appendix I.

Limited English Proficiency Plan

Under Title VI of the Civil Rights Act of 1964, individuals who do not speak English well and who have a limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI in order to access public services or benefits for which they are eligible.

Metro COG seeks to ensure access to the regional transportation planning process, information published by Metro COG, and Metro COG's programs to area residents who do not speak or read English proficiently. It is Metro COG's policy to inform residents with LEP of the right to free language assistance and interpreter services at no cost to them. This plan outlines the procedures and practices Metro COG uses to provide meaningful access to its programs and activities for LEP populations within the Fargo-Moorhead Metropolitan Planning Area.

The plan outlines the following elements:

- Meaningful Access: Four Factor Analysis
 - a. LEP Assessment, which includes the results of the Four Factor Analysis
 - b. LEP populations in the Fargo-Moorhead Metropolitan Statistical Area
- Language Assistance
 - a. Language Assistance Services Provided
 - b. Translation of Documents
 - c. Public Outreach
 - d. Monitoring, Evaluating, and Updating the Language Assistance program
 - e. Staff Training

For more detailed information regarding Metro COG's LEP Plan, please refer to Appendix J or refer to Metro COG's website at: <http://fmmetrocog.org/resources/LEP>

Procedure for Conducting an Environmental Justice Analysis

Metro COG is committed to continuing efforts to enhance the analytical capability for assessing impact distributions of transportation programs, policies, and projects in its transportation plans and the TIP. The object of Executive Order 12898 on Environmental Justice is to ensure that Federal agencies and programs that receive Federal funding promote and enforce nondiscrimination as one way of achieving the overarching objective of environmental justice. FTA issued FTA Circular 4703.1 in 2012 to provide guidance on how recipients of Federal funding can integrate environmental justice principles into the transportation planning and programming process. This section provides a brief overview of the process that Metro COG follows to identify and address, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations.

An equity or environmental justice (EJ) analysis is conducted for the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). This includes a qualitative analysis in which planned or programmed roadway, transit, and bicycle projects are overlaid or superimposed on a map highlighting the areas with concentrations of minority populations and low-income populations to determine the extent to which these areas are negatively or positively impacted by projects. The EJ analyses of the MTP and TIP are conducted at the draft stage well before they are finalized in order to inform the MTP and TIP development process and address any disproportionate impacts if discovered.

These analyses for the 2045 MTP and annual TIP updates have concluded that the planned and programmed projects do not impose disproportionately high and adverse impacts on minority and other EJ population groups. Additionally, the analyses identified the benefits of the recommended and programmed transportation projects and services are reasonably distributed to meet the needs of all populations in the metropolitan planning area. See Figure 3 for how the 2020-2023 programmed Transportation Improvement Program projects overlap EJ population areas.

Title VI and Environmental Justice in Metro COG's Planning Documents

Federal regulations require the formation of an MPO for each urbanized area with a population over 50,000 people to facilitate a 3-C (comprehensive, coordinated, and continuing) transportation planning process. Listed in this section are some of the major Metro COG planning efforts that reflect Title VI and EJ issues most closely.

Metropolitan Transportation Plan (MTP)

The purpose of the metropolitan transportation plan is to set a policy direction and identify how the region intends to invest in the transportation system across all modes. The MTP ensures that transportation projects are coordinated between the various levels of government (municipal, county, state, and federal). The Fargo-Moorhead 2045 MTP: *Metro Grow* contains the coordinated vision for our region. MTPs must:

- Have at least a 20-year planning horizon that supports the ten Federal metropolitan transportation planning factors
- Be updated every 5 years

The goals of the 2045 MTP are:

- *Safety System & Security*: Provide a transportation system that is safer for all users and resilient to incidents
- *Travel Efficiency & Reliability*: Improve regional mobility
- *Walking & Biking*: Increase walking and biking as a mode of transportation
- *Transit Access*: Support enhanced access to the existing and future MATBUS system
- *Maintain Transportation Infrastructure*: Provides a financial plan that supports maintaining transportation infrastructure in a state of good repair
- *Environmental Sustainability*: Provide a transportation system that provides access equitably and limits impacts to the natural and built environment
- *Economic Development & Transportation Decisions*: Promote transportation projects that support regional economic goals, support freight movement, and promote projects that can be financially sustained for the long-term
- *Emerging Transportation Trends*: Incorporate transportation trends and new technologies in regional transportation plans

Each of these goals look to improve equity for all users of the transportation system.

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP), which Metro COG updates annually, is a coordinated listing of short-range transportation improvement projects anticipated to be undertaken in the next four-year period. The TIP is the mechanism by which the MTP is implemented, and represents the transportation improvement priorities of the region.

Projects within Metro COG's metropolitan planning area must be included in the TIP in order to be eligible to receive federal funding assistance. To be included, projects must be included in the MTP or determined to be consistent with the MTP

The TIP project list is multi-modal. In addition to streets/ roadways, it includes transit, pedestrian, and bicycle projects. The coordinated listing of projects in the TIP is a cooperative effort by state and local implementing agencies and the staff of Metro COG, and is primarily based upon state and local capital improvement programs and budgets. Implementing agencies submit their lists of proposed projects to Metro COG staff to coordinate into a comprehensive list of proposed transportation improvements, with information about project scope, cost timing, etc. The listing is subject to review by local units of government, Metro COG's Technical Transportation Committee (TTC), and Policy Board. A public comment period is opened fourteen (14) days directly prior to Policy Board meetings.

Unified Planning Work Program (UPWP)

The Metro COG work program is an bi-annual publication that outlines major transportation planning issues, describes the planning activities Metro COG will undertake and be involved in during the following two years, summarizes Metro COG's recent planning activities and accomplishments, and identifies how federal, state, and local transportation funding will be spent on the different planning activities.

The publication of an MPO work program is required by federal law as a condition of receiving federal transportation funding.

Metro COG includes a Statement of Non-discrimination as part of the UPWP. The UPWP also includes a self-certification summary that details how Metro COG complies with the applicable federal laws, including Title VI.

Transit Development Plan (TDP)

The Transit Development Plan (TDP) for the Fargo-Moorhead Urbanized Area is a short- to medium range strategic plan intended to identify transit needs and proposed improvements and studies over a five-year planning horizon. Metro COG is responsible for developing and maintaining the TDP. Metro COG works in close cooperation with MATBUS, funding partners, and jurisdictions in the region to develop the plan. An Environmental Justice (EJ) analysis is typically conducted for the TDP and will be done as part of the next update, which will be initiated in early 2020.

Coordinated Public Transit – Human Services Transportation Plan

Federal transit law requires that projects selected for funding under the Enhanced Mobility for Seniors and Individuals with Disabilities (Section 5310) Program be "included

in a locally developed, coordinated public transit-human services transportation plan," and that the plan be "developed and approved through a process that includes participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public" utilizing transportation services. These coordinated plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation. Plans include:

- An assessment of available services;
- An assessment of transportation needs, strategies, activities, and/or projects to address identified gaps between current services and needs and to improve efficiencies in service delivery; and
- Priorities for implementation based upon available resources, time, and feasibility.

This plan is included within the TDP and will be updated as a part of that effort starting in early 2020.

Bicycle and Pedestrian Plan

Metro COG is responsible for maintaining a comprehensive, coordinated, and continuous transportation planning process for all modes of transportation in the region. This update of the Bicycle and Pedestrian Plan is a sub-element of Metro COG's MTP and is updated every five years. The Bicycle and Pedestrian Plan has a twenty-year planning horizon in which it looks at all types of bicycle and pedestrian facilities that have a transportation element. Facilities that are strictly recreational are not considered on in this Plan. The purpose of the Plan is listed below:

"The purpose of the Plan is to identify current issues and needs as they relate to bicycling and pedestrian movements in the area; develop goals, objectives, and recommendations to enhance bicycle and pedestrian accommodations and safety for all types of users regardless of age, gender, race, social status, or mobility needs."

One of the goals of the Bicycle and Pedestrian Plan is to 'Ensure equal bicycle and pedestrian opportunities for all.' The objective of this goal is to 'Ensure a network where equal bicycle and pedestrian accommodations are provided to all regardless of age, gender, race, social status, or mobility needs per Metro COG's Title VI policies.'

Title VI and Environmental Justice in Metro COG's Programming

NDDOT and MnDOT select the projects for the federal program funds that they control. For NDDOT and MnDOT this includes programs that fund state highway projects (e.g., National Highway Performance Program) and programs that fund local projects which NDDOT and MnDOT administers (e.g., Local Bridge, Highway Safety Improvement Program). These projects are submitted to Metro COG for inclusion in the TIP.

Part 3: Demographic Profile

Introduction

Title VI and related federal regulations regarding non-discrimination establish that the mobility needs of communities of concern, such as minorities, low income or the disabled, should be considered in the MPO planning process at the plan development, program and project level. Metro COG, as the metropolitan planning organization for the Fargo-Moorhead region, is responsible for developing long and short-range transportation plans and programs and coordinates its planning and programming activities with the North Dakota and Minnesota Departments of the Transportation, local governments, FHWA, and FTA.

Metro COG facilitates consideration of communities of concern in its planning and programming activities primarily through the following activities:

- Collection, analysis and distribution of demographic data,
- Public involvement activities, and
- Performing program and project analyses.

As part of Metro COG's public involvement efforts, the agency seeks out locations and methods of engagement that facilitates and encourages participation by potentially affected minority groups, people with disabilities, and low-income individuals and households. Some of these methods are described in Metro COG's Public Participation Plan; however, and each project is approached differently, depending upon the location and type of project.

Data Analysis, Demographic Profile of the Region and Identification of Environmental Justice Areas

As part of the Title VI program, Metro COG closely monitors and tracks statistical demographic data on race, national origin, age, languages spoken, income level, persons with disabilities, and sex of the population of the Fargo-Moorhead metropolitan area. This data is incorporated into the annual *Metropolitan Profile*, which is a document designed for use by both professional staff within Metro COG's jurisdictions as well as the public at large. Figure 3 depicts the racial composition of the Fargo-Moorhead MSA according to the U.S. Census Bureau's 2013-2017 American Community Survey (ACS) estimates.

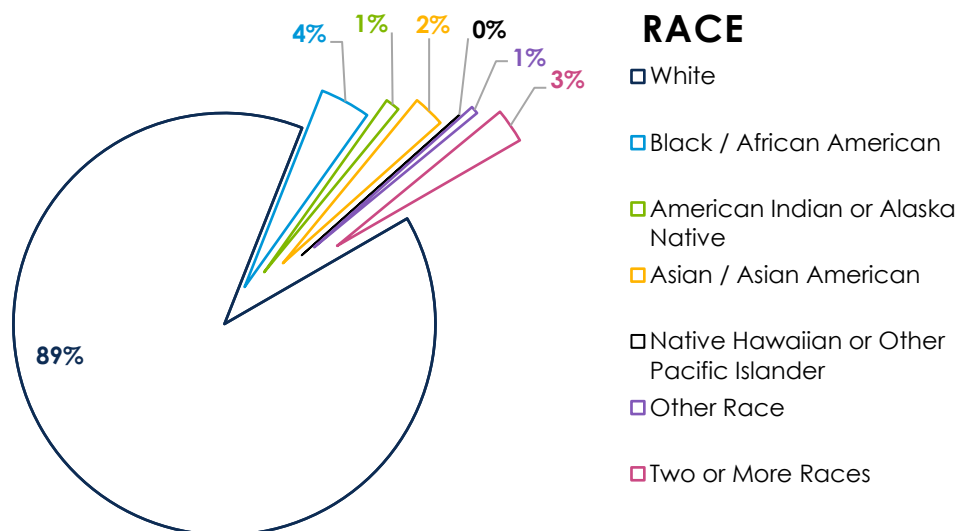


Figure 3: Fargo-Moorhead Metropolitan Council of Governments Organizational Chart

Based on 2013-2017 American Census Survey 5-year data

Environmental Justice Areas in the Fargo-Moorhead Urbanized Area

Pending the availability of data, Metro COG annually updates the Environmental Justice database to most accurately identify and map these areas. Environmental Justice areas are identified, considered, and addressed in all aspects of the transportation planning and programming process. The map depicted in Figure 5 shows the spatial distribution of minority and low income populations in the urbanized area.

The maps and data pertaining to Environmental Justice areas are published in the annual *Metropolitan Profile*, Transportation Improvement Program (TIP), and available on Metro COG's website.

Low-income Populations

The currently approved definition of low-income persons is defined by the FTA Title VI circular, which states that a person whose median household income is at or below the [U.S. Department of Health and Human Service \(HHS\) poverty guidelines](#) is considered a low-income person.

USDOT, FHWA, and FTA define a low-income population as 1) any readily identifiable group of low-income persons who live in geographic proximity, or 2) geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed program, policy, or activity. State and local/regional agencies, including Metro COG, are encouraged to use a locally developed threshold in determining low-income populations in their areas, provided that the threshold is at least as inclusive as HHS poverty guidelines for low-income individuals. Setting the low-

income threshold above the official HHS poverty guideline allows Metro COG to detect larger populations that may still experience economic hardships.

Metro COG has established a process to determine where low-income populations are located. Metro COG staff calculate the MSA median household low-income threshold using the HHS poverty guidelines and the five-year American Census Survey (ACS) MSA median household size. Then staff use the MSA low-income threshold to determine which block groups' median household income is lower than the MSA low-income threshold. These block groups are then considered to be areas of low-income populations and can be depicted visually on maps, such as in Figure 4.

Metro COG uses the following steps and formulas to calculate and determine the median household low-income value.

Step 1: Calculate Average Household Size for Fargo-Moorhead Metropolitan Statistical Area (MSA)

This is done by using the most recent ACS five-year data set available, which for this Plan is the 2013-2017 ACS data set.

$$[5\text{-year Population estimate}] \div [5\text{-year Occupied Housing Units estimate}] = \\ \textbf{Average Household Size}$$

Step 2: Calculate Poverty Guideline for the Average Household Size for Fargo-Moorhead Metropolitan Statistical Area (MSA)

This is done using the most current year's [U.S. Department of Health and Human Services \(HHS\) Poverty Guideline](#) data and the Average Household Size calculated in Step 1.

$$[\text{Average Household Size}] - [\text{Lowest whole number of Persons in Family/Household}] \\ = \textbf{Portion of Additional Persons}$$

$$[\text{Current Year HHS Poverty Guideline for Additional Persons}] \times [\text{Portion of Additional Persons}] = \textbf{Portion of Additional Persons Poverty Guideline}$$

$$[\text{Portion of Additional Persons Poverty Guideline rounded to the nearest \$1}] + \\ [\text{Current Year HHS Poverty Guideline for Lowest whole number of Persons in Family/Household}] =$$

Poverty Guideline per Average Household Size in the Fargo-Moorhead MSA

Step 3: Calculate Low-Income Threshold for Fargo-Moorhead Metropolitan Statistical Area (MSA)

This is done using the Poverty Guideline per Average Household Size in the Fargo-Moorhead MSA and the 125% factor that was noted at the beginning of this section.

$$[\text{Poverty Guideline per Average Household Size in the Fargo-Moorhead MSA}] \times 1.25 =$$

Fargo-Moorhead MSA Low-income Threshold (Rounded to the nearest \$1.)

The following are the previous steps used to calculate the 2023 Fargo-Moorhead MSA Low-income Threshold that Metro COG uses.

Step 1:

$$232,660 \div 96,492 = \mathbf{2.41 \text{ as the Average Household Size}}$$

Step 2:

$$2.4 - 2 = 0.41 \text{ as the Portion of Additional Persons}$$

$$\$4,420 \times 0.41 = \$1,812.20$$

$$\$1,810.20 + \$16,910 = \$18,722.20, \text{ round to the nearest \$1}$$

$$\mathbf{\$18,722 \text{ as the Poverty Guideline per Average Household Size in the Fargo-Moorhead MSA}}$$

Step 3:

$$\$18,722 \times 1.25 = \$23,402.50, \text{ round to the nearest \$1}$$

$$\mathbf{\$23,403 \text{ Fargo-Moorhead MSA Low-income Threshold}}$$

As of 2020, block groups with an annual median household income less than \$23,403 are considered “Low-income” block groups.

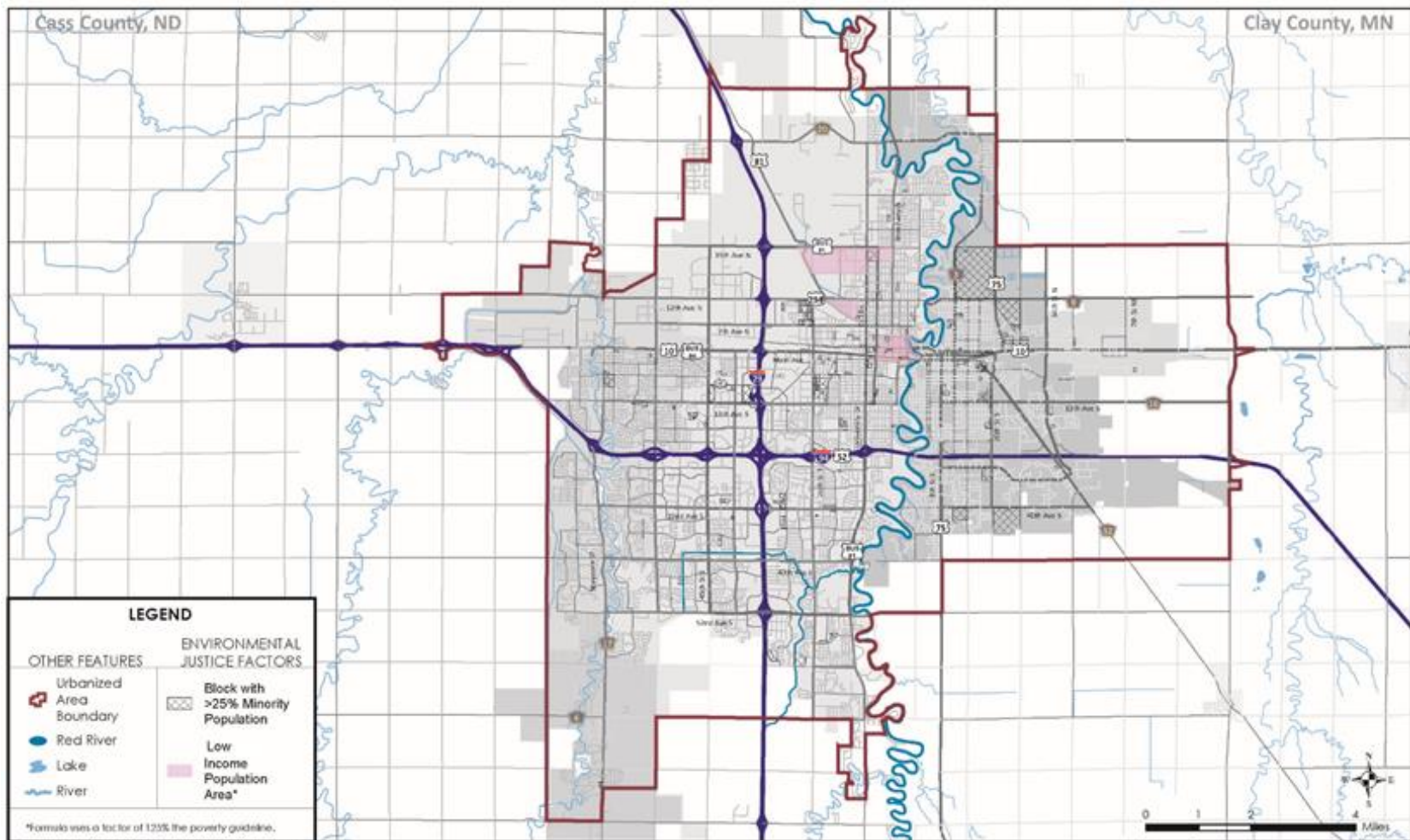
2020 Minority Populations

A minority person is an individual that identifies as having a race other than “white-alone” on their census questionnaire. In order to determine areas of minority populations within the Fargo-Moorhead MSA, Metro COG has set the following methodology.

Minority populations are identified geographically at the Census block level. Census blocks with minority populations equaling or exceeding 25% of the total block population are determined to be areas of minority populations.

The ACS does not provide Census block-level race estimates, so the minority population areas can only be updated with the decennial Census. Figure 2: Environmental Justice Areas within the Metro COG urbanized Area identifies the minority population areas and the low-income areas.

Figure 4: Environmental Justice Areas within the Metro COG Urbanized Area



Environmental Justice Factors

Metro COG has established a process to determine where low-income populations are located. Metro COG staff calculate the MSA median household low-income threshold using the HHS poverty guidelines and the five-year American Census Survey (ACS) MSA median household size. Then staff use the MSA low-income threshold to determine which block groups' median household income is lower than the MSA low-income threshold.

METROCOG
THE REGIONAL TRANSPORTATION PLANNING ORGANIZATION

Analysis of State/Federal Funding Distribution on Environmental Justice Areas

FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients, discusses the need for MPO Title VI Plans to analyze the distribution of state and federal funds in aggregate for transportation purposes and to identify any disparate impact on the basis of race, color or natural origin. Further, the Federal Highway Administration identifies three fundamental Environmental Justice principles, which need to be addressed in the planning and programming of transportation projects:

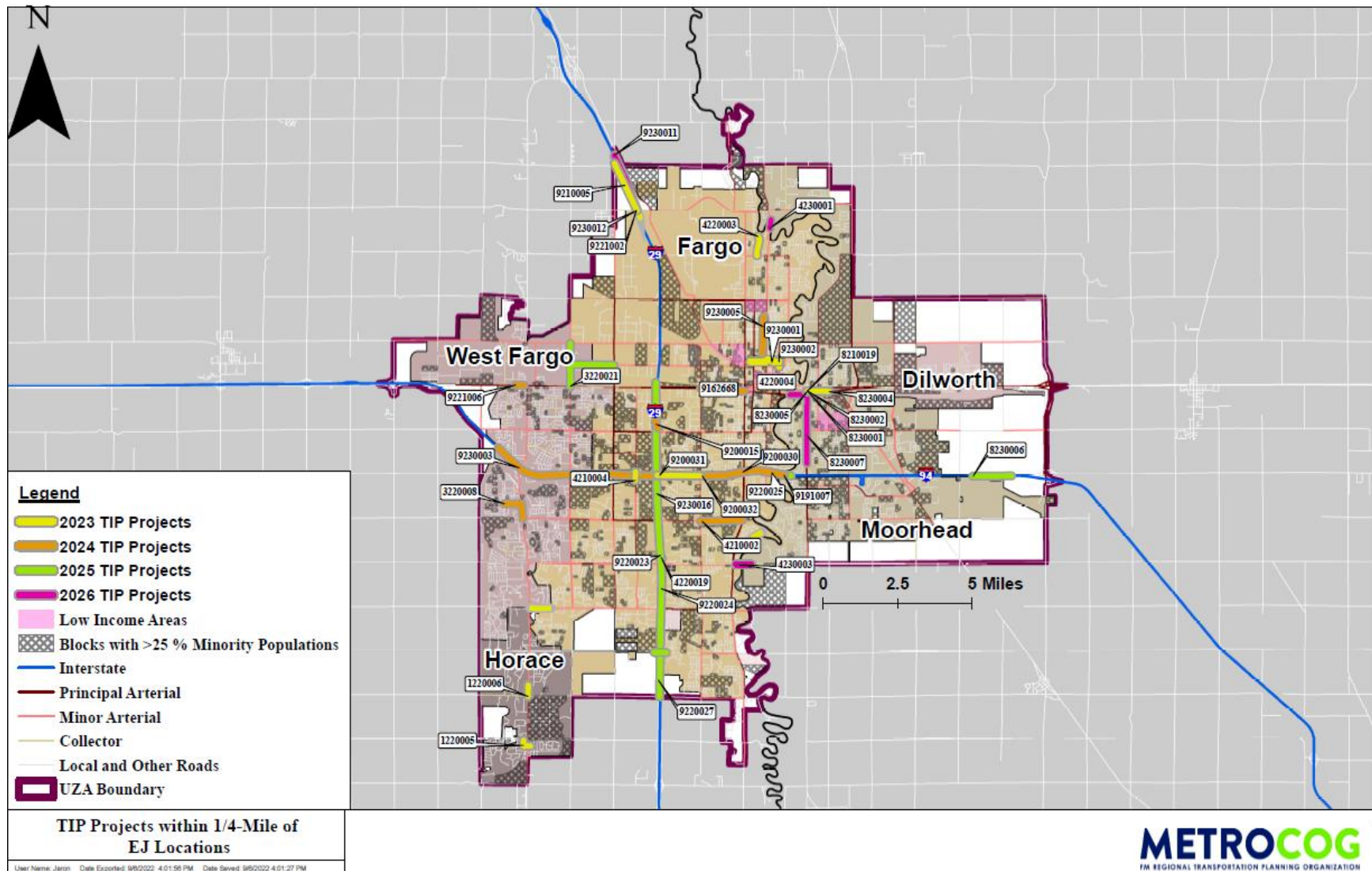
- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority and low-income populations;
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process; and
- To prevent denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

The information shown in Figure 3 depicts the Environmental Justice areas within Metro COG's UZA and their proximity to projects programmed in the 2020-2023 Transportation Improvement Program (TIP).

As identified in Figure 5, a number of projects programmed within the 2020-2023 TIP come within close proximity to current Environmental Justice areas. The dispersion of projects throughout the Metro COG urbanized areas will have equal benefit to both Environmental Justice populations and the public as a whole by improving safety and traffic operations for all roadway users.

Metro COG's analysis shows that no projects will have a disproportionately negative impact on Environmental Justice populations.

Figure 5: Programmed Transportation Projects and Environmental Justice Areas



Part 4: Appendices

Appendix A: Employment Application & Equal Employment Opportunity Survey

Forms are on the following pages

EMPLOYMENT APPLICATION

EMAIL: metrocog@fmmetrocog.org

Read the certificate at the end of this questionnaire before filling in your answers. Print or type all answers. All questions and statements must be complete. If the appropriate answer is no or none, please state that as an answer. Fill out, print, and sign this form. If more space is required, provide an additional attachment.

Position Applying For: _____ Available Start Date: _____

1. PERSONAL INFORMATION

Last Name: _____ First: _____ Middle: _____

Legal Name Change / Maiden Name _____

Address: _____ City: _____ State: _____ Zip: _____

Home/Cell Phone: _____ Work Phone: _____ Email Address: _____

2. EDUCATION LIST

School, Address	Did you Graduate?	Certificate / Diploma / Degree Earned	Major / Minor
High School	Yes No GED		N/A
College/University/Technical School	Yes No		
College/University/Technical School	Yes No		
College/University/Technical School	Yes No		

3. SPECIALIZED EDUCATION/SKILLS/CERTIFICATIONS

4. WORK EXPERIENCE (Past 5 years; all employment including part time, self-employment, and unemployment)**Current/Most Recent Employer:** _____ **Position/Title:** _____

Employed From: _____ To: _____ Total Years: _____ Total Months: _____

Last Salary: _____ Reason for Leaving: _____

Address: _____ City: _____ State: _____ Zip: _____

Supervisor's Name: _____ May we contact this person? _____

Supervisor's Title: _____ Supervisor's Phone: _____

Primary Responsibilities: _____
_____**Prior Employer:** _____ **Position/Title:** _____

Employed From: _____ To: _____ Total Years: _____ Total Months: _____

Last Salary: _____ Reason for Leaving: _____

Address: _____ City: _____ State: _____ Zip: _____

Supervisor's Name: _____ May we contact this person? _____

Supervisor's Title: _____ Supervisor's Phone: _____

Primary Responsibilities: _____
_____**Prior Employer:** _____ **Position/Title:** _____

Employed From: _____ To: _____ Total Years: _____ Total Months: _____

Last Salary: _____ Reason for Leaving: _____

Address: _____ City: _____ State: _____ Zip: _____

Supervisor's Name: _____ May we contact this person? _____

Supervisor's Title: _____ Supervisor's Phone: _____

Primary Responsibilities: _____
_____Number of additional employer sheets attached: _____
For additional employer information sheets, see last page of application.**5. CURRENT LICENSES**

Do you have a Driver's License? Yes No Do you have a CDL? Yes No

Driver's License Number: _____ State: _____

6. CURRENT PROFESSIONAL LICENSES / EXPERIENCE

License: _____ License Number: _____

Type of License/Skill: _____

License: _____ License Number: _____

Type of License/Skill: _____

License: _____ License Number: _____

Type of License/Skill: _____

7. REFERENCES

Name: _____ Relationship/Type of Reference: _____

Total Years Known: _____ Phone: _____ Email: _____

Name: _____ Relationship/Type of Reference: _____

Total Years Known: _____ Phone: _____ Email: _____

Name: _____ Relationship/Type of Reference: _____

Total Years Known: _____ Phone: _____ Email: _____

8. ARREST RECORD

Include traffic violations, but not parking tickets – list dates, places, charges, disposition, and details of the crime

Have you every pled guilty or been found guilty of a felony, including a felony that was later dismissed?

9. ADDITIONAL INFORMATION

How were you referred to the position? _____

Are you related to a current employee? Yes No Name: _____

If hired, can you provide proof that you are eligible to work in the United States? Yes No

Are you a veteran? Yes No Please attach a copy of your DD-214 form.

10. RESIDENCES (Past 5 years)

Current Residence

From:_____ To:_____ Total Years:_____ Total Months:_____

Address: _____ City: _____ State: _____ Zip: _____

Prior Residence

From:_____ To:_____ Total Years:_____ Total Months:_____

Address: _____ City: _____ State: _____ Zip: _____

Prior Residence

From:_____ To:_____ Total Years:_____ Total Months:_____

Address: _____ City: _____ State: _____ Zip: _____

Prior Residence

From:_____ To:_____ Total Years:_____ Total Months:_____

Address: _____ City: _____ State: _____ Zip: _____

Prior Residence

From:_____ To:_____ Total Years:_____ Total Months:_____

Address: _____ City: _____ State: _____ Zip: _____

11. REASONS FOR APPLYING FOR THE POSITION

[illegible]

12. ATTACHMENTS TO APPLICATION

Cover Letter	Yes	No	Additional Attachment #1	Yes	No
Resume	Yes	No	Additional Attachment #2	Yes	No

CERTIFICATE

I represent and warrant the answers I have made to each and all of the foregoing questions are full and true to the best of my knowledge and belief, AND FURTHER, in order that the AGENCY be fully informed as to my personal character and qualifications for employment, I refer to each of my former employers and to any other person who may have information concerning me, agreeing, as this information is furnished at my express request and for my benefit, I do hereby release them from any and all liability for damage of what so ever nature on account of furnishing such information. I acknowledge that **any false statement** knowingly made in answering the above questions is **good cause for removal from eligible register or discharge during or after probation.**

Applicant's Signature:_____

Date:_____

EEO STATEMENT

It is the continuing policy of the FM Metro COG to afford equal opportunity to qualified individuals regardless of their sex, race, creed, disability, or national origin, and to conform to applicable laws and regulations. Equal opportunity encompasses all aspects of employment practices to include, but not limited to, recruiting, hiring, training, compensation, benefits, promotions, transfers, layoffs, recall from layoffs, discipline, and agency-sponsored educational, social, recreational programs. Additionally, it is the policy of this agency to provide its members a viable means for communicating and resolving grievances and complaints regarding unlawful discriminatory employment practices. Any employee of the FM Metro COG who fails to comply with this policy is subject to appropriate disciplinary action.

EMAIL FORM

ADDITIONAL WORK EXPERIENCE

Prior Employer:_____ **Position/Title:**_____

Employed From:_____ To:_____ Total Years:_____ Total Months:_____

Last Salary:_____ Reason for Leaving:_____

Address:_____ City:_____ State:_____ Zip:_____

Supervisor's Name:_____ May we contact this person?_____

Supervisor's Title:_____ Supervisor's Phone:_____

Primary Responsibilities:_____

Prior Employer:_____ **Position/Title:**_____

Employed From:_____ To:_____ Total Years:_____ Total Months:_____

Last Salary:_____ Reason for Leaving:_____

Address:_____ City:_____ State:_____ Zip:_____

Supervisor's Name:_____ May we contact this person?_____

Supervisor's Title:_____ Supervisor's Phone:_____

Primary Responsibilities:_____

Prior Employer:_____ **Position/Title:**_____

Employed From:_____ To:_____ Total Years:_____ Total Months:_____

Last Salary:_____ Reason for Leaving:_____

Address:_____ City:_____ State:_____ Zip:_____

Supervisor's Name:_____ May we contact this person?_____

Supervisor's Title:_____ Supervisor's Phone:_____

Primary Responsibilities:_____

Equal Employment Opportunity Survey

To All Applicants:

The information request on this sheet regarding race, sex, and gender is needed to analyze and assure compliance with State and Federal Equal Employment Opportunity Laws and to meet the reporting requirements of those laws. Your cooperation in voluntarily giving this information is important to the success of our Equal Employment Opportunity Programs.

This Application Identification Sheet will be detached and kept separate from your application. It is not to be used in hiring or interviewing. It will be available only to authorized personnel for research and evaluation purposes. Refusing to provide this information will not subject you to adverse treatment.

This information is sought not for employment decisions, but for record keeping in compliance with Federal Law.

NAME: _____

JOB POSITION: _____

DATE COMPLETED: _____

SEX:

Please check one of the options below.

_____ Male

_____ Female

_____ PREFER NOT TO SAY

GENDER:

Which of the following do you identify as (Please check one of the options below.)

_____ Male

_____ Female

_____ Gender neutral

_____ PREFER NOT TO SAY

RACE/ETHNICITY:

Please check one of the descriptions below corresponding to the ethnic group with which you identify.

___ Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

___ White (Not Hispanic or Latino): A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

___ Black or African American (Not Hispanic or Latino): A person having origins in any of the black racial groups of Africa.

___ Native Hawaiian or Pacific Islander (Not Hispanic or Latino): A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.

___ Asian or Asian American (Not Hispanic or Latino): A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

___ American Indian or Alaska Native (Not Hispanic or Latino): A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.

___ Two or more races (Not Hispanic or Latino): All persons who identify with more than one of the above five races.

___ I do not wish to disclose.

Appendix B: Title VI Assurances

The **Fargo-Moorhead Metropolitan Council of Governments** (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled *Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Federal-Aid Highway Program.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests for Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Program and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The Fargo-Moorhead Metropolitan Council of Governments, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.

9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Fargo-Moorhead Metropolitan Council of Governments also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Federal Highway Administration's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration. You must keep records, reports, and submit the material for review upon request to the Federal Highway Administration, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Fargo-Moorhead Metropolitan Council of Governments) gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal-Aid Highway Program. This ASSURANCE is binding on Fargo-Moorhead Metropolitan Council of Governments, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal-Aid Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.



Chuck Hendrickson
Chair, Metro COG Policy Board

09/21/2023

Date

Attachments: Appendices A and B

Fargo-Moorhead Metropolitan Council of Governments

Appendix A of the Title VI Assurances

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees as follows:

1. Compliance with Regulations:

The Contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, the Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination:

The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment:

In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the Contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

4. Information and Reports:

The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Recipient or the Federal Highway Administration as appropriate, and will set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance:

In the event of a contractor's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal

Highway Administration may determine to be appropriate, including, but not limited to:

- a. withholding payments to the Contractor under the contract until the Contractor complies; and/or
- b. cancelling, terminating, or suspending a contract, in whole or in part.

6. Incorporation of Provisions:

The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

Fargo-Moorhead Metropolitan Council of Governments

Appendix E of the Title VI Assurances

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with

disproportionately high and adverse human health or environmental effects on minority and low-income populations;

- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Appendix C: Title VI Complaint Investigation Procedures

Metro COG uses the following detailed, internal procedures for prompt processing of all Title VI complaints received directly by it. These procedures include, but are not limited to:

1. Any person or groups of persons who believe they have been aggrieved by an unlawful discriminatory practice under Title VI may individually, or through a legally authorized representative, make and sign a complaint and file the complaint with Metro COG. Allegations received do not have to use the key words "complaint," "civil rights," "discrimination," or their near equivalents. It is sufficient if such allegations imply any form of unequal treatment in one or more of Metro COGs programs for it to be considered and processed as an allegation of a discriminatory practice.
1. The complaint must be filed, in writing, no later than 180 calendar days after the date of the alleged discrimination. Metro COG's Title VI Complaint Form must be used. (See Appendix C).
2. The complaint may also be filed with the U. S. Department of Transportation, Office of the Secretary, 1200 New Jersey Avenue, SE (S-33), Washington, D.C. 20590. The complaint must be filed, in writing, no later than 180 days after the date of the alleged discrimination, unless the time for filing is extended by the Secretary, U. S. Department of Transportation.
3. Immediately, upon receipt of a Title VI complaint, Metro COG determines a course of action. Possible courses of action include:
 - a. Title VI complaints filed against Metro COG are referred to the North Dakota Department of Transportation (NDDOT) for processing. NDDOT notifies the Federal Highway Administration (FHWA) Division Office of the complaint.
 - b. Title VI complaints filed against Metro COG recipients and subrecipients (e.g., contractors, subcontractors, material and equipment suppliers, lessors, vendors, consultants, fee appraisers, universities, etc.) are processed by Metro COG in accordance with FHWA approved complaint procedures, as required under 23 Code of Federal Regulations Part 200. NDDOT is available to provide assistance.
 - i. A copy of the complaint, together with a copy of Metro COG's report of the investigation and recommendations, are forwarded to the FHWA Division Office within sixty (60) days of the date the complaint was received by Metro COG.
 - ii. A copy of the complaint, together with a copy of Metro COG's report of the investigation and recommendations, are provided to NDDOT, Local Government Division, 608 East Boulevard, Bismarck, ND 58505-0700, for informational purposes only.
 - iii. The FHWA Headquarters Office of Civil Rights makes the final agency decision.

4. Metro COG reviews and determines the appropriate action regarding every complaint. Metro COG will recommend to the FHWA Division Office, with a copy to NDDOT, not to proceed with or continue a complaint investigation if:
 - a. The complaint is, on its face, without merit.
 - b. The same allegations and issues of the complaint have been addressed in a recently closed investigation or by previous federal court decisions.
 - c. The complainant's or injured party's refusal to cooperate (including refusal to give permission to disclose his or her identity) has made it impossible to investigate further.
5. If an investigation is to be initiated, Metro COG determines the method of investigation and who will conduct the investigation.
6. The entire investigation process, including the submission of the final report of the investigation and recommendations to the FHWA Division Office, with a copy to NDDOT, is to be carried out in a period not to exceed sixty (60) calendar days from the date the original complaint was received by Metro COG.
7. Metro COG acknowledges receipt of the allegation(s) within ten (10) working days. The complainant is notified of the proposed action to be taken to process the allegation(s). The notification letter contains:
 - a. The basis for the complaint.
 - b. A brief statement of the allegation(s) over which Metro COG has jurisdiction.
 - c. A brief statement of Metro COG jurisdiction over the recipient to investigate the complaint; and
 - d. An indication of when the parties will be contacted.

Depending on the nature of the complaint, the complaint will be referred to the following for final decision:

- i. Federal Highway Administration (FHWA)
 - ii. U.S. Department of Justice
8. Metro COG also notifies the FHWA Division Office and/or FTA Region 8 Office, with a copy to NDDOT, within ten (10) calendar days of receipt of the allegations. The following information is included in the notification to FHWA:
 - a. Name, address, and phone number of the complainant.
 - b. Name(s) and address(es) of persons alleged to have been involved in the act.
 - c. Basis of alleged discrimination (i.e., race, color, sex, age, national origin, disability/handicap, or income status).
 - d. Date of alleged discriminatory act(s).
 - e. Date complaint was received by Metro COG.
 - f. Brief statement concerning the nature of the complaint.
 - g. Other agencies (federal, state, or local) with which the complaint has been filed.

- h. An explanation of the actions Metro COG proposes to take to resolve the issues raised in the complaint.
- 9. The investigation consists of an in-depth, personal interview with the complainant(s). Information gathered in this interview includes, but is not limited to:
 - a. Identification of each complainant by race, color, sex, age, national origin, disability/handicap, or income status;
 - b. Name of the complainant;
 - c. A complete statement concerning the nature of the complaint, including names, dates, places, and incidents involved in the complaint;
 - d. The date the complaint was filed; and
 - e. Any other pertinent information the investigator(s) feels is relevant to the complaint.

The interview(s) is recorded, either on audio tape or by an investigator taking notes. The investigator(s) arranges for the complainant to read, make necessary changes to, and sign the interview transcript or interview notes.

- 10. Following the interviews, the investigator(s) develops a report of the investigation and recommendations based on the facts. The report contains the investigator's(s'):
 - a. Findings;
 - b. Conclusions concerning each issue raised in the complaint; and
 - c. Recommendations for corrective action.

The report is the last document prepared by the investigator(s). Any other actions taken as a result of the investigator's(s') findings and conclusions are the responsibility of Metro COG management.

- 11. The complainant receives a letter from Metro COG detailing the findings and any recommendations for corrective action to be taken based on the facts. All issues in the complaint are addressed. The complainant is informed that the FHWA Headquarters Office of Civil Rights makes the final determination.
- 12. Metro COG forwards the report of the investigation and recommendations to the FHWA Division Office, with a copy to NDDOT. Included with the report is
 - a. A copy of the complaint;
 - b. Copies of all documentation pertaining to the complaint;
 - c. The date the complaint was filed;
 - d. The date the investigation was completed; and
 - e. Any other pertinent information.

- 13. The FHWA Office of Civil Rights makes the final agency decision.

Appendix D: Title VI Complaint Form

Form is on the following page



NON-DISCRIMINATION / ADA COMPLAINT FORM

COMPLAINANT INFORMATION [Print all items legibly.]

Name		Telephone
Street Address/P.O. Box		Email Address
City	State	Zip Code

CAUSE OF DISCRIMINATION [Check all that apply]

Title VI of the Civil Rights Act of 1964	Other Nondiscrimination Statutes/Executive Orders
<input type="checkbox"/> Race <input type="checkbox"/> National Origin	<input type="checkbox"/> Sex <input type="checkbox"/> Disability
<input type="checkbox"/> Color	<input type="checkbox"/> Age <input type="checkbox"/> Limited English Proficiency

Name of public entity complaint is against.

--

Provide and explanation of what happened and date(s) of the alleged discriminatory act and location.

WE CANNOT ACCEPT YOUR COMPLAINT WITHOUT A SIGNATURE AND DATE

Complainant's Signature	Date
-------------------------	------

Any person or specific class of persons, who believes they were subjected to discrimination on the basis of race, color, national origin; or sex, age, disability, or limited English proficiency in the programs and activities of Sub-Recipient or its sub-recipients (e.g., a city, county, Metropolitan Planning Organization, Transit Agency, etc.,) may by himself/herself or through his/her legally authorized representative, make, sign and date a written complaint and file such complaint with the Sub-Recipient within 180 calendar days following the date of the last instance of the alleged discriminatory action. Complainants must complete in its entirety, sign, and date Sub-Recipient's External Complaints of Discrimination form and file by mail, fax, in person, or e-mail. However, the complainant may call Sub-Recipient and provide the allegations by telephone. Sub-Recipient will transcribe the complainant's allegations into the complaint form and send the written complaint to the complainant for corrections, signature, and date.

POSTED AT: Fargo-Moorhead Metropolitan Council of Governments: 1 - 2nd Street N #232, Fargo, ND 58102
Case Plaza Lobby: 1 - 2nd Street N, Second Floor, Fargo, ND 58102 just outside the elevator.

To request accommodations, complainants may contact Sub-Recipient at:
Fargo-Moorhead Metropolitan Council of Governments
ATTN: Title VI Coordinator
1 – 2nd St N, Case Plaza Suite 232
Fargo, ND 58102

TTY users may use Relay North Dakota at 711 or 1-800-366-6888.

The Sub-Recipient will review the complaint, gather additional information from the complainant if necessary, and refer the complaint to NDDOT. It is also within your rights to file directly with the appropriate Federal agency that oversees the transportation activities, services or facilities.

FHWA JURISDICTION (Roads and Bridges) Title VI Complaints will be forwarded to the NDDOT. See NDDOT's External Complaints of Discrimination (SFN 51795) for processing information at:
<https://www.dot.nd.gov/divisions/civilrights/titlevi.htm>

FHWA JURISDICTION (Roads and Bridges) Title VI Complaints will be forwarded to the NDDOT. See NDDOT's External Complaints of Discrimination (SFN 51795) for processing information at:
<https://www.dot.nd.gov/divisions/civilrights/titlevi.htm>

FTA JURISDICTION (Public Transit) Complaints filed under Title VI, related statutes, and Section 504/ADA in which Sub-Recipient is named as the respondent will be forwarded by Sub-Recipient to NDDOT Civil Rights Division. Title VI, related statutes, and Section 504/ADA complaints filed directly with Sub-Recipient against its sub recipients or contractors will be processed by Sub-Recipient in accordance with the FTA approved complaint procedures under FTA C 4710.1, FTA C 4702.1B, 49 CFR 27.13(b). Sub-Recipient may investigate complaints against its sub recipients as follows:

1. The complaint will be reviewed within 10 business days to determine whether it contains all the necessary information required for acceptance.
2. If the complaint is complete and no additional information is needed, the complainant will be sent a letter of acceptance along with the Complainant Consent/Release form (SFN 60741) and the Notice About Investigatory Uses of Personal Information fact sheet.

For Title VI or related statutes Complaints, Sub-Recipient is required to follow the FTA C 4702.1B to comply with reporting requirements of 49 CFR 21.9(b). The investigation information is recorded on the Transit Title VI - List of Investigations, Lawsuits, and Complaints (SFN 60805) and included in the Title VI/Nondiscrimination and ADA Program submitted to NDDOT every year. Although, FTA regulations do not specify a time frame for the investigation of Title VI complaints, the Sub-Recipient attempts to complete investigations within 90 days of receipt of the complaint from NDDOT.

For a Section 504/ADA complaint, Sub-Recipient shall forward a copy of the complaint, together with a copy of the report of investigation within 90 days of receipt of the complaint to the NDDOT and the FTA Office of Civil Rights.

The FTA has delegated authority for issuing LOFs for Title VI, related statutes, and Section 504/ADA complaints processed by FTA. LOFs issued by the FTA are administratively final.

Sub-Recipient has delegated authority for issuing LOFs for Title VI, related statutes, and Section 504/ADA complaints processed by Sub-Recipient against FTA funded sub recipients or contractors. Closure letters or LOFs issued by Sub-Recipients under FTA jurisdiction on Title VI, related statutes, and Section 504/ADA complaints are administratively final. Individuals or a specific class of individuals, personally or through a representative, may submit a complaint to FTA within 180 days from the date of the alleged discrimination.

**POSTED AT: Fargo-Moorhead Metropolitan Council of Governments: 1 - 2nd Street N #232, Fargo, ND 58102
Case Plaza Lobby: 1 - 2nd Street N, Second Floor, Fargo, ND 58102 just outside the elevator.**

Agencies Authorized to Receive and Process Complaints

Fargo-Moorhead Metropolitan Council of Governments

Attention: Title VI Coordinator
1 – 2nd St N, Case Plaza Suite 232
Fargo, ND 58102
Phone: (701)532-5100
Fax: (701)232-5043
TTY: 711 or (800)366-6888
E-mail: metrocoq@fmmetrocoq.org

North Dakota Department of Transportation

Civil Rights Division
608 E Boulevard Ave.
Bismarck, ND 58507-0700
Phone: (701) 328-2576
Fax: (701) 328-0343
TTY: 711 or (800) 366-6888
E-mail:
civilrights@nd.gov

FHWA

North Dakota Division Office
4503 Coleman St. N., Suite 205
Bismarck, ND 58503
Phone: (701) 250-4204
Fax: (701) 250-4395
E-mail: NorthDakota.fhwa@dot.gov

Federal Transit Administration (FTA)

Office of Civil Rights Attention: Complaint Team East
Building, 5th Floor - TCR
1200 New Jersey Ave., S.E.
Washington, DC 20590
Phone: (888) 446-4511

USDOJ - ADA Complaints

U.S. Department of Justice (USDOJ)
950 Pennsylvania Avenue, N.W.
Civil Rights Division
Disability Rights Section - 1425 NYAV
Washington, DC 20530
Fax: (202) 307-1197
ADA Information Line:
(800) 514-0301 (voice) or (800)514-0383 (TTY)
Main Section Telephone Number:
(202) 307-0663 (voice and TTY)

United States Department of Transportation (USDOT)

Departmental Office of Civil Rights
U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Ave., S.E.
Washington, DC 20590
Phone: (202) 366-4648
Fax: (202) 366-5575
TTY/Assistive Device: (202) 366-9696

USDOJ - Race, Color, National Origin Complaints

Federal Coordination and Compliance Section - NWB
Civil Rights Division U.S. Department of Justice (USDOJ)
950 Pennsylvania Avenue, N.W.
Washington, DC 20530
Phone: (888) 848-5306 (English and Spanish)
(202) 307-2222 (voice)
(202) 307-2678 (TDD)

United States Department of Transportation (FHWA)

Federal Highway Administration
U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Ave., S.E.
8th Floor E81-105
Washington, DC 20590
Phone: (202) 366-0693
Fax: (202) 366-1599
TTY: (202) 366-5132
E-mail: CivilRights.FHWA@dot.gov



COMPLAINANT CONSENT/RELEASE (EXTERNAL COMPLAINTS OF DISCRIMINATION)

Name			
Mailing Address	City	State	Zip Code
Complaint Number(s) if known:			

Please read the information below, check the appropriate box, and sign this form.

I have read the Notice About Investigatory Uses of Personal Information by the Sub Recipient. As a complainant, I understand that in the course of an investigation it may become necessary for Sub Recipient to reveal my identity to persons at the organization or institution under investigation. I am also aware of the obligations of Sub Recipient to honor requests under the Freedom of Information Act and North Dakota Century Code 44-04-18. I understand that it may be necessary for Sub Recipient to disclose information, including personally identifying details, which it has gathered as a part of its investigation of my complaint. In addition, I understand that as a complainant I am protected by Sub Recipient's regulations from intimidation or retaliation for having taken action or participated in action to secure rights protected by nondiscrimination statutes enforced by Sub Recipient.

CONSENT/RELEASE

CONSENT	I have read and understand the above information and authorize Sub Recipient to reveal my identity to persons at the organization or institution under investigation. I hereby authorize the Sub Recipient to receive material and information about me pertinent to the investigation of my complaint. I understand that the material and information will be used for authorized civil rights compliance and enforcement activities. I further understand that I am not required to authorize this release, and do so voluntarily.
CONSENT	The respondent named in the complaint may receive a copy of my complaint upon request.
CONSENT DENIED	I have read and understand the above information and do not want Sub Recipient to reveal my identity to the organization or institution under investigation, or to review, receive copies of, or discuss material and information about me, pertinent to the investigation of my complaint. I understand this is likely to impede the investigation of my complaint and may result in the closure of the investigation

Signature	Date
-----------	------

Appendix E: Title VI Complaint Log

Form is on the following page

Title VI Complaint Log

The first line of the table, shaded in yellow, is an example of how to fill in the table when / if a complaint is received.

EXAMPLE	Name of Complainant		Date Requested		Basis of Complaint	Additional information regarding Complaint	Metro COG Response		
	First Name, Last Name Address Phone Email		Year	Month/ Day	(race, sex, color, age, national origin, disability, limited English proficiency, income status)		Action	Status (Active, pending comment, closed)	Date Complaint Closed
	John Doe 1234 This Town Rd Small Town, XX ##### xxx-xxx-xxxx xxxxxx@blahblah.com		YYYY	MM/DD	Race		Translated document in entirety	Active	MM/DD/YYYY

*As of December 2022, no Discrimination Complaints been received.

Appendix F: Title VI Training and Certificate of Completion

Forms are on the following pages

Appendix G: Title VI Training Log for Employees

Position	Last Date Completed	Year										
		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
<i>Executive Director</i>	03/15/2023	X	X	X	X							
<i>Senior Transportation Planner</i>	03/15/2023	X	X	X	X							
<i>Transportation Planner</i>	03/15/2023	X	X	X	X							
<i>Community & Transportation Analyst</i>	03/15/2023	X	X	X	X							
<i>Associate Planner</i>	03/15/2023	X	X	X	X							
<i>Assistant Planner</i>	03/15/2023	X	X	X	X							
<i>GIS Coordinator</i>	03/15/2023	n/a	X	X	X							
<i>Office Manager</i>	03/15/2023	X	X	X	X							

2023 TITLE VI TRAINING AND CERTIFICATE OF COMPLETION

As a direct recipient of federal assistance, the North Dakota Department of Transportation (NDDOT) is required to comply with Title VI laws, related statutes, and regulations. It is necessary that any agency receiving federal and/or state financial assistance from NDDOT receive training on U.S. Department of Transportation (DOT) and Federal Highway Administration (FHWA) Title VI laws and regulations on an annual basis.

As a sub-recipient of NDDOT's federal funds, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is required to comply with Title VI and related nondiscrimination laws and regulations. Employees of Metro COG are required to complete Title VI training each year.

Metro COG employees shall review the following modules in order to fulfill their Title VI training requirements for 2023:

- **MODULE I** <https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=92>
Overview of FHWA's Civil Rights Program Requirement for Local Public Agencies - Public transportation agencies must comply with civil rights requirements
- **MODULE II** <https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=71>
Background and Purpose - The historical context of Title VI of the Civil Rights Act of 1964 is explained to help comply with Federal-aid program requirements
- **MODULE III** <https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=93>
Nondiscrimination Assurances - A Federal-aid recipient must have 'assurances,' a signed agreement to assure nondiscrimination in all of its programs and activities
- **MODULE IV** <https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=91>
Implementation Plans - A Federal-aid recipient must have a formal plan to prevent discrimination in all of its programs and activities
- **MODULE V** <https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=94>
Compliance and Enforcement - A Federal-aid recipient must perform civil rights compliance monitoring and provide enforcement of the Federal regulations
- **MODULE VI** <https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=23>
Nondiscrimination Requirements on Construction Contracts - Federal nondiscrimination requirements must be enforced on all Federal-aid construction contracts
- **MODULE VII** <https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=72>
Foundations of the ADA/Section 504 - Protecting the rights of persons with disabilities helps agencies accommodate all users

Declaration of Employee: I completed annual Title VI training on _____ (date) as required by the Fargo-Moorhead Metropolitan Council of Governments and the North Dakota Department of Transportation.

Printed Name and Title: _____

Signature: _____ Date: _____

Appendix H: Public Participation Sign-in Sheet

Form is on the following page

SIGN-IN SHEET

North Dakota Department of Transportation, Civil Rights
SFN 59531 (5-2018)

Page ____ of ____

Meeting Location		Meeting Type		Meeting Date	
Project Number				PCN	
Project Description					
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		
Name (Please print)		Title/Representing			
Address		City	State	ZIP Code	
Email Address			Telephone Number		

Appendix I: Public Participation Survey

Form is on the following page

Appendix J: Limited English Proficiency Plan

Document starts on the following page.

FARGO-MOORHEAD
METROPOLITAN COUNCIL OF GOVERNMENTS

LIMITED ENGLISH PROFICIENCY PLAN

PREPARED BY:
FARGO-MOORHEAD METROPOLITAN
COUNCIL OF GOVERNMENTS
ADOPTON: September 21, 2023
1 - 2nd Street N, Suite 232
 Fargo, ND 58102
www.fmmetrocog.org

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Fargo-Moorhead Metropolitan Council of Governments

Policy Board

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Amanda George	Julie Nash	Maranda Tasa
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Michael Maddox Senior Transportation Planner	Paul Bervik Assistant Transportation Planner
Dan Farnsworth Transportation Planner	Savanna Leach Office Manager
Adam Altenburg Community and Transportation Analyst	Ayden Schaffler Transportation Planning Intern



The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code, and by the North Dakota Department of Transportation (NDDOT).

The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation or NDDOT.

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Resolution No. 2023-R011
Approving the Limited English Proficiency Plan

WHEREAS Title VI of the Civil Rights Act of 1964 and U.S. Department of Transportation (USDOT) regulations to implement the law (49 CFR, Part 21) require all recipients and sub-recipients of Federal transportation funds such as the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) to establish and maintain a Title VI Program that carries out the regulations and integrates the activities and considerations outlined in the USDOT's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons (70 FR 74087, December 14, 2005) ; and

WHEREAS the Federal Transit Administration (FTA) issued Circular FTA 4702.1B, Title VI Requirements and Guidelines for FTA Recipients, on October 12, 2012 providing further guidance and instructions necessary to carry the USDOT Title VI regulations and policy guidance related to LEP persons; and

WHEREAS a Title VI Non-Discrimination Program has been developed for the Metro COG as its administrative and fiscal agent, which aims to meet these requirements; and

WHEREAS the Title VI Program includes an updated Limited English Proficiency (LEP) Plan contained in Appendix F; and

WHEREAS Metro COG intends that no person shall, on the grounds of race, color, and/or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Metro COG program or activity, regardless of funding source; and

WHEREAS Metro COG as its agent intends that any agencies or firms with whom the MPO contracts will comply with the Title VI Program as appropriate and the Metro COG will take reasonable steps to ensure such compliance:

NOW, THEREFORE, BE IT RESOLVED that the Fargo-Moorhead Metropolitan Council of Governments as the designated Metropolitan Planning Organization (MPO) for the Fargo-Moorhead Metropolitan Area, approves the Limited English Proficiency Plan dated September 21, 2023 which reflects the draft document dated September 2023 without change; and

BE IT FURTHER RESOLVED, in accordance with 23 CFR 450.334(a) the Madison Area Transportation Board hereby certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
2. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR part 21;
3. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Sections 1101(b) of the Fixing America's Surface Transportation (FAST) Act (Pub. L. 114-357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT funded projects;
5. 23 CFR part 230, regarding the implementation of an equal employment opportunity

program on Federal and Federal-aid highway construction contracts;

6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of title 23, U.S.C regarding the prohibition of discrimination based on gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.



Chuck Hendrickson
Chair, Metro COG Policy Board

09/21/2023

Date

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Introduction

Purpose

Fargo-Moorhead Council of Governments (Metro COG) is the designated Metropolitan Planning Organization (MPO) responsible for continuing, cooperative, comprehensive transportation planning and decision making in the Fargo-Moorhead metropolitan area. As a recipient of federal financial assistance, Metro COG is obligated under Title VI of the Civil Rights Act of 1964 and Executive Order 13166 to develop and implement a plan to ensure accessibility to its programs and services for persons who are not proficient in the English language.

The *Limited English Proficiency Plan* outlines the policies and procedures Metro COG uses to address the needs of individuals with limited English proficiency (LEP) that wish to access or participate in Metro COG's programs and planning activities. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin. This plan updates the previous one adopted in January 2020.

Statutory Authorities

Executive Order 13166: *Improving Access to Services for Persons with Limited English Proficiency*, issued in 2000 clarified Title VI of the Civil Rights Act of 1964. It stated that individuals who do not speak English well and who have a limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI in order to access public services or benefits for which they are eligible. It directed federal agencies to prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons consistent with LEP guidelines. Recipients of federal financial assistance are also required to implement LEP plans in accordance with guidelines of the federal agency from which the funds are provided.

The U.S. Department of Transportation published guidance in December 2005 concerning recipients' responsibilities to LEP persons. The guidance specifically identifies MPOs as organizations that must follow the guidance. In October 2012, the Federal Transit Administration (FTA) published Title VI Requirements and Guidance for FTA Recipients in FTA Circular 4702.1B, which provides guidance and instructions for carrying out U.S. DOT Title VI regulations and integrating into FTA recipients' programs and activities (the considerations expressed in the U.S. DOT's 2005 policy guidance).

The Executive Order 13166 applies to all state and local agencies, which receive federal funds, including Metro COG and its jurisdictions receiving federal grant funds.

The following Limited English Proficiency (LEP) Plan was approved by the Metro COG on September 21, 2023.

Definitions

The following are a selection of definitions applicable to the Title VI Program, which can be found in Chapter 1 of FTA Circular 4702.1B:

Discrimination: Refers to any action, or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, sub-recipient, or contractor that results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, or national origin.

Limited English Proficiency (LEP) Person: Refers to person for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Low-Income Person: a person whose median household income is at or below the [U.S. Department of Health and Human Service poverty guidelines](#) per FTA's Title VI circular

Low-Income Population: USDOT, FHWA, and FTA define a low-income population as, 1) any readily identifiable group of low-income persons who live in geographic proximity, or 2) geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed program, policy or activity.

Metropolitan Planning Organization (MPO): The transportation policy-making organization created and designated to carry out the federally required metropolitan transportation planning process. *Minority Person*: Includes the following:

1. American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
3. Black, or African American, which refers to peoples having origins in any of the Black racial groups of Africa.
4. Hispanic, or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
5. Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

About Metro COG

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is both the designated Council of Governments (COG) and Metropolitan Planning Organization (MPO) for the greater Fargo-Moorhead Metropolitan Area.

The Federal Surface Transportation Assistance Act of 1973 requires the formation of an MPO for any urbanized area with a population greater than 50,000. The Act also requires, as a condition for federal transportation financial assistance, that transportation projects be based upon a continuous, comprehensive, and cooperative (3-C) planning process for the Fargo-Moorhead Metropolitan Planning Area (MPA). MPOs help facilitate implementing agencies (including municipal public works departments, county highway departments, and state departments of transportation) to prioritize their transportation investments in a coordinated way consistent with regional needs, as outlined in a metropolitan transportation plan (MTP).

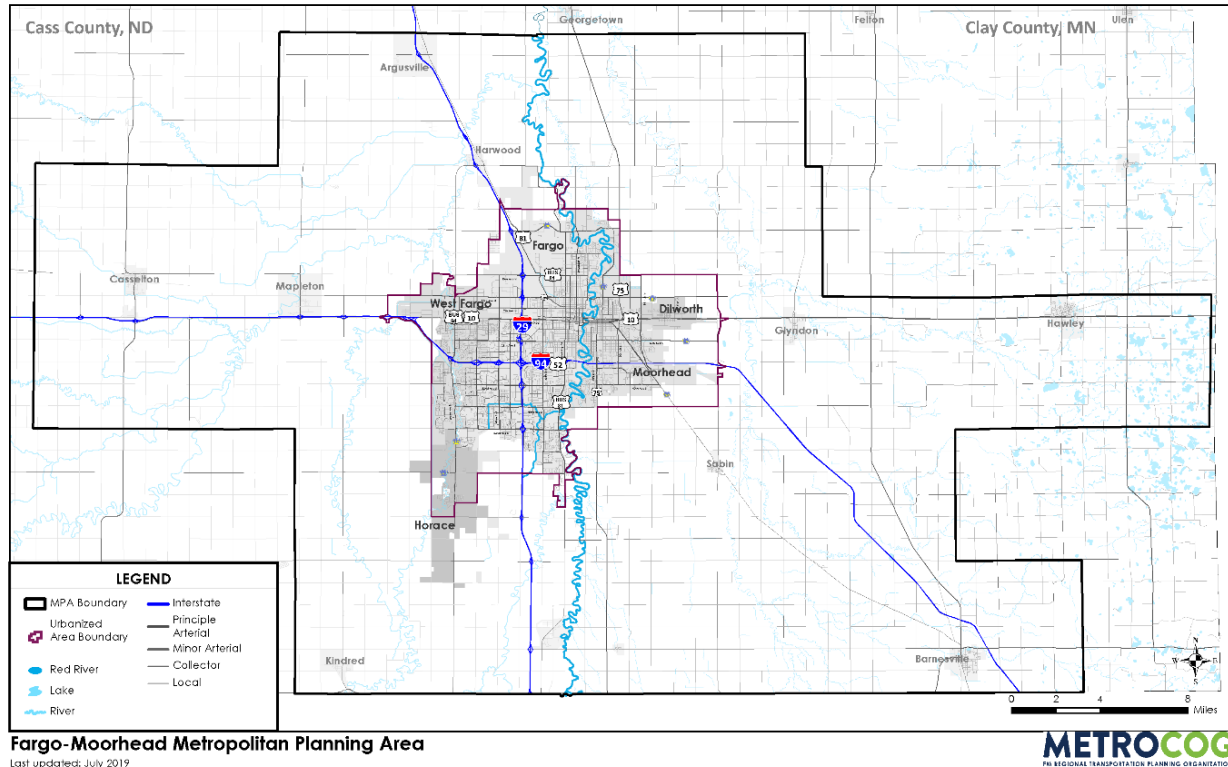
The core of an MPO is the urbanized area (UZA), which is initially identified and defined by the U.S. Census Bureau as part of the Decennial Census update. This boundary is adjusted by local officials and approved by the overseeing state Department of Transportation (DOT). The result of this is the official Adjusted Urban Area Boundary (known as the AUAB). In Metro COG's case, the overseeing DOT is the North Dakota Department of Transportation (NDDOT). The UZA is used to determine the type of transportation funding programs potential projects may be eligible to receive.

In addition to the UZA, the MPO boundary includes any contiguous areas, which may become urbanized within a twenty-year forecast period. Collectively, this area is known as the Metropolitan Planning Area (MPA). Metro COG's MPA boundary was most recently expanded in 2013 and is currently comprised of approximately 1,073 square miles (687,000 acres), across two states, two counties, 14 cities, and 31 townships. The MPA boundary is effectively Metro COG's "study area" or area of influence respective to the metropolitan transportation planning program. These areas are significant not only as potential future population centers but also due to their proximity to existing and future transportation assets of regional significance.

For UZAs with populations greater than 200,000 people, the FHWA and FTA designate Transportation Management Areas (TMAs) to address increased planning and regulatory needs faced by larger UZAs. In the 2020 U.S. Census, Metro COG's UZA surpassed this population threshold and, as of 2023, Metro COG is in the process of transitioning to a TMA.

Map 1 provides an overview of these boundaries for the Fargo-Moorhead area, specifically depicting:

- a) The Metropolitan Planning Area Boundary;
- b) The Adjusted Urbanized Area boundary; and
- c) Cities within the MPA.



Map 1: Fargo-Moorhead Planning Boundaries

Metro COG serves a bi-state area. This area is unique that it covers 14 townships in Cass County, ND, and 16 townships in Clay County, MN.

Within the MPA there are seven (7) member jurisdictions, which pay dues and have voting rights on the policy board and transportation technical committee. The following are the member jurisdictions:

- Cass County, ND
- Clay County, MN
- City of Fargo, ND
- City of Moorhead, MN
- City of West Fargo, ND
- City of Dilworth, MN
- City of Horace, ND

Additionally, there are Associate Jurisdictions located within the MPA. These towns have populations over 700, do not pay dues, and do not have voting rights on the policy board and transportation technical committee. In Minnesota, these include Barnesville, Glyndon, and Hawley; and in North Dakota include Casselton, Harwood, and Mapleton. Kindred has recently expressed interest in becoming an Associate Jurisdiction.

Additionally, there is a third designation of jurisdiction, which are non-member jurisdictions. These jurisdictions have populations under 700 and/or have chosen not to

participate in Metro COG. These include in Minnesota: Comstock and Sabin; and in North Dakota: Argusville, Briarwood, Frontier, North River, Oxbow, Prairie Rose, and Reiles Acres.

The (14) Townships within the MPA in North Dakota include: Barnes, Berlin, Casselton, Durbin, Everest, Harmony, Harwood, Mapleton, Normanna, Pleasant, Raymond, Reed, Stanley, Warren.

The (16) Townships within the MPA in Minnesota include: Alliance, Barnesville, Eglon, Elkton, Elmwood, Glyndon, Hawley, Holy Cross, Humboldt, Kragnes, Kurtz, Moland, Moorhead, Morken, Oakport, Riverton.

Metro COG provides regional coordination and approves the use of federal transportation funds within the MPA, responsibility for the implementation of specific transportation projects lies with NDDOT, MnDOT, and the local units of government as transportation providers.

Governance and Organizational Structure

Metro COG is governed by a 24-member Policy Board appointed by local units of government within the Metropolitan Planning Area, Minnesota Department of Transportation, and North Dakota Department of Transportation. Federal law requires that the Policy Board shall consist of:

- Elected officials;
- Officials of public agencies that administer or operate major modes of transportation in the metropolitan area; and
- Appropriate State officials

Figure 1 provides an overview of Metro COG's organizational structure. The light blue branch are staff positions. The green branch are technical committees and subcommittees. The technical committees, executive committee, and staff provide recommendations to the Policy Board.

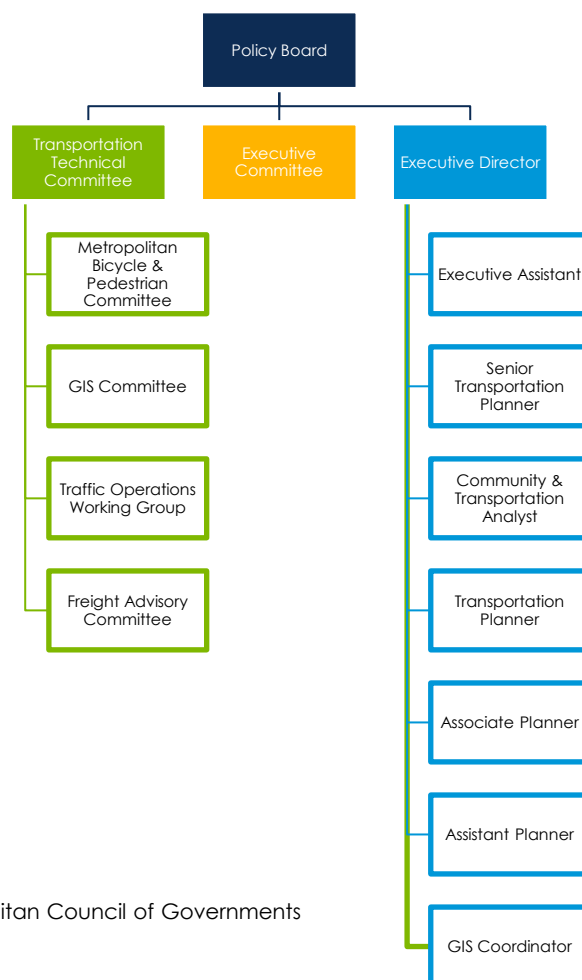


Figure 1: Fargo-Moorhead Metropolitan Council of Governments Organizational Chart

Plan Summary

Metro COG seeks to ensure access to the regional transportation planning process, information published by Metro COG, and Metro COG's programs to area residents who do not speak or read English proficiently. It is Metro COG's policy to inform residents with LEP of the right to free language assistance and interpreter services at no cost to them. This plan outlines the procedures and practices Metro COG uses to provide meaningful access to its programs and activities for LEP populations within the Fargo-Moorhead Metropolitan Planning Area.

The plan outlines the following elements:

- Meaningful Access: Four Factor Analysis
 - a. LEP Assessment, which includes the results of the Four Factor Analysis
 - b. LEP populations in the Fargo-Moorhead Metropolitan Statistical Area
- Language Assistance
 - a. Language Assistance Services Provided
 - b. Translation of Documents
 - c. Public Outreach
 - d. Monitoring, Evaluating, and Updating the Language Assistance program
 - e. Staff Training

Meaningful Access: Four-Factor Analysis

In order to prepare this plan, Metro COG used the four-factor LEP analysis, which considers the following factors:

Factor 1: Demography

The number or proportion of LEP persons in the service area who may be served by Metro COG.

Metro COG staff have reviewed the 2021 American Community 5-year estimates from the Census Bureau and determined that 6,020 individuals have limited English proficiency; that is that they speak English less than “very well.” This is 2.43% of the overall population over the age of 5 in the Fargo-Moorhead Metropolitan Statistical Area (MSA).

Table A presents the above data and compares it to the counties, states, and country jurisdictional population breakdowns that Metro COG’s MSA is located within.

Among persons speaking English less than “very well,” the most common languages in the MSA are Indo-European languages, which includes:

- Spanish
- French, Haitian, or Cajun
- German or other West Germanic languages
- Russian, Polish, or other Slavic languages
- Other Indo-European Languages
- Korean
- Chinese (including Mandarin, Cantonese)
- Vietnamese
- Tagalog (including Filipino)
- Other Asian and Pacific Island languages
- Arabic
- Other and unspecified languages

See Appendix F for annual updates to the information presented here.

Table A: LEP Populations by Community for the Fargo-Moorhead MSA

Geographic Area	2021 Total Population Est.	# Who Speak English Less Than "Very Well"	% of Total Population	% of total population speaking			
				Spanish	Indo-European Languages	Asian-Pacific Island Languages	Other Languages
United States	310,302,360	25,535,259	8.2%	5.2%	1.1%	1.6%	0.3%
Minnesota	719,927	239,624	1.9%	0.5%	0.6%	0.3%	0.5%
North Dakota	5,322,004	13,809	4.5%	1.4%	0.5%	1.5%	1.0%
Clay County, MN	170,558	1,026	2.9%	0.2%	1.0%	0.7%	0.9%
Cass County, ND	60,376	4,994	1.7%	0.2%	0.7%	0.3%	0.4%
Fargo-Moorhead MSA	230,934	6,020	2.6%	0.2%	0.9%	0.6%	0.8%
Fargo-Moorhead UZA	201,288	5,899	2.9%	0.2%	1.1%	0.7%	0.9%

See Appendix F for annual updates to the information presented here.

USDOT has adopted the Safe Harbor Provision, which outlines circumstances that can provide a “safe harbor” for recipients regarding translation of written materials for LEP populations. The Safe Harbor Provision applies to eligible LEP language groups that constitute five percent (5%) or 1,000 persons, whichever is less of the total population of persons eligible to be served or likely to be affected or encountered.

Based on the 1,000 person or 5% threshold, there is no individual language group that falls under the Safe Harbor Provision in the Fargo-Moorhead MSA.

Discussions with the Language Services at Family Health Care Center in Fargo, ND led Metro COG staff to have a more complete understanding of the current (as of August 2023) Metropolitan Area LEP community. Family Health Care Center noted that there has been a consistent trend in illiteracy amongst individuals in the region that use their services, so translation services seem to be ineffective. Conversely, interpreter services are in high demand. The top three languages that are most requested and used at Family Health Care Center (which has a pulse on the LEP population in the Fargo-Moorhead region) from highest demand to less demand are Nepali, Somalian, and Arabic. Two languages that Family Healthcare offers have been growing in popularity: Swahili and Haitian. Family Health Care attributes this rise in popularity to new Americans entering the USA from these countries due to political conditions and planned migration.

Metro COG also spoke with the English Learners programs at the area public K-12 school districts, finding that Nepali, Somali, Spanish, Creoles/Pigin (English-based), Swahili, and Arabic are among the top languages spoken at home for those students.

This information is helpful to understand that if Metro COG is considering translating documents, that Nepali, Somalian, Arabic, Swahili, and Haitian may be the most needed, but also understanding that translation services may not be as valuable as interpretive services.

Factor 2: Frequency

The frequency with which LEP persons come in contact with Metro COG services.

Metro COG staff reviewed the frequency with which its Policy Board, staff, and contractors have, or could have, contact with LEP persons. This includes documenting phone inquiries or office visits. To date, Metro COG has had no requests for interpreters and no requests for translated program documents. Metro COG staff, contractors, and the Policy Board have had very little contact with LEP persons.

Agendas for all Metro COG Policy Board meetings include the following notice:

Metro COG is committed to ensuring all individuals, regardless of race, color, sex, age, national origin, disability/handicap, sexual orientation, and/or income status have access to Metro COG's

programs and services. Meeting facilities will be accessible to mobility-impaired individuals. Metro COG will make a good faith effort to accommodate requests for translation services for meeting proceedings and related materials. Please contact Savanna Leach, Metro COG Office Manager, at 701-532-5100 at least five days in advance of the meeting if any special accommodations are required for any member of the public to be able to participate in the meeting.

Metro COG has not had a request for interpreter services at any of its meetings, but has flexibility in its budget each year for such services.

Factor 3: Importance

The nature and importance of services provided by Metro COG to the LEP population.

Metro COG plans and programs the use of federal funds for future transportation projects. However, Metro COG does not provide a direct service or program that requires vital, immediate, or emergency assistance. Metro COG also does not conduct required activities, such as permit applications. Involvement by citizens with Metro COG or its committees is voluntary.

There is no large geographic concentration of any type of LEP individuals in the Fargo-Moorhead MSA. The majority of the population in the MSA, 91.5%, speak only English. Overall, 96.9% of the MSA population speaks either only English or speaks another language and English "very well". As a result, few social, service, or professional and leadership organizations within the MSA focus on outreach to LEP individuals. The Policy Board, Metro COG staff, and Metro COG contractors or sub recipients are most likely to contact LEP individuals through public meetings and other general public involvement opportunities, which is voluntary.

While Metro COG does not provide an essential service, it is committed to ensuring that all segments of the population, including LEP persons, are involved or at the very least have the opportunity to be involved in the transportation planning process and benefit from programs. Special efforts are made to involve LEP persons and other traditionally under-represented populations in the planning process through a three-phase approach. The [Public Participation Plan \(PPP\)](#) further details Metro COG's public involvement approach.

Metro COG has determined the importance of its services by reviewing and considering the identification of vital documents: [Unified Planning Work Program \(UPWP\)](#), [Transportation Improvement Program \(TIP\)](#), [Public Participation Plan \(PPP\)](#), Title VI / Nondiscrimination and ADA Policy Statement, and the Non-Discrimination Complaint Form.

Metro COG also evaluates the impact of proposed transportation investments on underserved and under-represented population groups as part of the planning

and programming process consistent with Title VI, Executive Order 12898, and other federal guidance.

The impacts of federally funded transportation investments in the Fargo-Moorhead area are monitored and assessed annually in its [Transportation Improvement Program](#). As noted in Part 3: Demographic Profile, the upcoming four-year program of projects will have no significant or disproportionate negative impacts and are expected, instead, to provide positive transportation improvements for community members in proximity to those projects. See Title VI Non-Discrimination Plan, Part 3: Demographic Profile for further information.

Factor 4: Resources

The resources available to Metro COG and overall costs to provide LEP assistance.

As noted in Factor 1 and Factor 3, there is no large geographic concentration of any type of LEP individuals in Metro COG's planning area. The majority (96.9%) of the population speaks English only or another language and English "very well".

Given the small size of the LEP population (3.1%) and our financial constraints, full multi-language translations of our planning and meeting documents are not warranted at this time, but can be made available on a case-by-case basis and upon request.

Metro COG has reviewed its available resources that can be used for providing LEP assistance. Currently, there are no less than seven resources within the Fargo-Moorhead region to assist Metro COG with interpretive services should the need arise. Metro COG keeps a list of these services updated and on file. The list can also be viewed in Appendix A: Interpretive Services.

Language Assistance

A person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English may be a Limited English Proficient person and may be entitled to language assistance with respect to Metro COG programs and services. Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language and/or translation, which means the written transfer of a message from one language into another language.

After applying the four-factor analysis, Metro COG has examined the following language assistance options and identified which methods will provide Metro COG with an effective LEP Plan.

The following are measures Metro COG staff may use to notify and identify a LEP person:

1. Post a notice in a conspicuous and accessible place in the Metro COG office of the LEP Plan and of the availability of interpretation or translation services free of charge in languages LEP persons would understand.
2. Post the LEP on Metro COG's website
3. Greet participants as they arrive at Metro COG - sponsored informational meetings or events. By informally engaging participants in conversation or by using language identification flashcards (next bullet point), it is possible to gauge each attendee's ability to speak and understand English. Although translation may not be able to be provided at the event, it will help identify the need for future events.
4. Make language identification flashcards (see Appendix B) available at public meetings and other community input events.
5. Survey Metro COG staff periodically on their experience concerning any contacts with LEP persons during the previous year.

Language Assistance Measures

Although there is a very low percentage of LEP individuals in the Metro COG planning area, that is, persons who speak English less than “very well” or “not at all”, Metro COG will strive to offer the following measures:

1. Metro COG staff will take reasonable steps to provide the opportunity for meaningful access to LEP clients who have difficulty communicating in English.
2. The following resources will be available to accommodate LEP persons:
 - a. Interpretative services, within reason, will be provided for public meetings, if advance notice is provided to Metro COG and such services are readily available;
 - b. Metro COG will make translated versions (or provide for the interpretation of relevant sections) of all documents/publications available upon request, within a reasonable time period and as resources permit.

Additionally, Metro COG includes the following disclaimer on all public meeting notifications:

“Metro COG will make a good faith effort to accommodate requests for translation services for meeting proceedings and related materials. Please contact the Metro COG Office Manager at 701.532.5100 at least five days in advance of the meeting if any special accommodations are required for any member of the public to be able to participate in this meeting.”

Staff Training

Metro COG will take steps to ensure staff has appropriate training and resources available to assist LEP individuals. These steps are completed annually and in coordination with employee orientation:

1. Provide staff with information on the Title VI Policy and LEP responsibilities
2. Provide staff with information on the use of language identification cards
3. Provide staff with information on language assistance services available and offered to the public
4. Train staff on how to document language assistance requests
5. Train staff on how to handle potential Title VI / LEP complaints

Appendix C identifies the LEP Training and Certificate of Completion and is amended annually in February. Appendix D identifies the LEP Training Log, which is amended annually in February.

Contractors / Consultants

All contractors or subcontractors performing work for Metro COG will be required to follow Title VI / LEP guidelines. Such assurance is made at the time the contract is established.

Translation of Documents

Metro COG staff weighed the cost and benefits of translating documents for potential LEP groups. Considering the expense of translating the documents, the likelihood of frequent changes in documents and other relevant factors, Metro COG will consider the translation of documents (or portions thereof) on a case-by-case basis, as requested.

Translation resources have been identified (see Appendix A) and are kept on file by Metro COG.

As an interim tool, Metro COG can use Google's Translate program, located at <http://translate.google.com>, to provide users with HTML content in other languages. This resource is an imperfect system, but has a potential to provide enough information for a LEP individual or group to gain an initial understanding of Metro COG documents in response to an initial contact. Outside of that service, because Metro COG staff level is small and does not possess in-house translation capabilities or expertise, Metro COG staff can only assist LEP persons, but cannot accurately assess or guarantee the accuracy of translation services provided by others.

Monitoring, Evaluating, and Updating the Plan

Metro COG will update the LEP Plan annually with its self-certification procedure per 23 CFR 450.334. An annual review and update will include the following:

1. Completion of Appendix E: Language Assistance Requests
 - a. Document the number of LEP person contacts encountered in the previous calendar year, if any
 - b. Document how the needs of LEP persons that were encountered were addressed, if any
2. Completion of Appendix F: LEP Annual Assessment
 - a. Current LEP population in the service area; subject to available Census data
 - b. Assessment and determination whether:
 - i. The need for translation services has changed
 - ii. Local language assistance programs have been effective and sufficient to meet the need
 - iii. Staff training is sufficient
 - iv. Metro COG's financial resources are sufficient to fund language assistance resources needed
 - v. Metro COG fully complies with the goals of this LEP Plan

- c. Document the complaints that have been received concerning the agency's failure to meet the needs of LEP individuals. These are recorded and maintained in the Title VI complaint log, which includes LEP to determine issues and basis of complaints (see Title VI Non-Discrimination Plan Appendix D and E for Complaint Forms and Logs).

Dissemination of Metro COG's LEP Plan

Metro COG will make good faith efforts to notify the public that a LEP Plan and language assistance is available through the following means:

1. Post a notice in a conspicuous and accessible place in the Metro COG office of the LEP Plan and of the availability of interpretation or translation services free of charge in languages LEP persons would understand
2. Post the LEP on the Metro COG website
3. Include as part of public notices and related materials that LEP person needing interpretative service need to contact Metro COG. The following disclaimer is on all public meeting notifications:

"Metro COG will make a good faith effort to accommodate requests for translation services for meeting proceedings and related materials. Please contact the Metro COG Office Manager at 701.532.5100 at least five days in advance of the meeting if any special accommodations are required for any member of the public to be able to participate in this meeting."

Appendices

Appendix A: Interpretive Services

FARGO-MOORHEAD METROPOLITAN COUNCIL OF GOVERNMENTS

INTERPRETIVE SERVICES AVAILABLE FOR PUBLICATIONS AND MATERIALS

Services Available

- Local Translation
- Document Translation
- Website Translation

Resources

Cultural Diversity Resources

112 N University Drive #305
Fargo, ND 58102
701-526-3000
www.culturaldiversityresources.org

Minnesota Translations

19 8th Street South #103
Fargo, ND 58103
701-566-8870
www.minnesotatranslations.com

Luther Immigration and Refugee Service

3310 Fiechtner Drive, Suite 100
Fargo, ND, 58103
701-409-3750
<https://www.lirs.org/north-dakota>

Language Services

Family Health Care Center

301 NP Avenue
Fargo, ND 58102
701-271-6369
www.famhealthcare.org

North Dakota State Contracted Services Telephone Based Interpreter Services

Contract Administrator: 701-328-2740
<https://apps.nd.gov/csd/spo/services/bi-dder/listCurrentContracts.do>

- Cyracom 866-742-9080
- Language Link 203-889-5477, ext. 1708

North Dakota Assistive

3240 15th Street South, Suite B
Fargo, ND 58104
701-365-4728
<https://ndassistive.org/>

Appendix B: Language Index Cards

To be able to communicate with LEP persons, Metro COG staff will make the following language identification flashcards available at public meetings and other community input events.

Developed by the U.S. Census Bureau, these cards have the phrase, "Mark this box if you read or speak 'name of language'", translated into 38 languages. They were designed for use by government and nongovernment agencies to identify the primary language of LEP individuals during face-to-face contacts.

Once a language is identified, a relevant point of contact will be notified to assess feasible translation or oral interpretation assistance.

Language Index Cards are on the following pages.

- | | | |
|--------------------------|---|------------------------|
| <input type="checkbox"/> | ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية. | 1. Arabic |
| <input type="checkbox"/> | Խոսողո՞ւմ ե՞ս, կ՞արեա՞րք այս քառակուսո՞ւմ, եթե խոսո՞ւմ կա՞մ կարդո՞ւմ ե՞ք հայերեն: | 2. Armenian |
| <input type="checkbox"/> | যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন। | 3. Bengali |
| <input type="checkbox"/> | ល្អបញ្ជាក់ក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។ | 4. Cambodian |
| <input type="checkbox"/> | Motka i kahhon ya yangin ûntûngnu' manaitai pat ûntûngnu' kumentos Chamorro. | 5. Chamorro |
| <input type="checkbox"/> | 如果你能读中文或讲中文，请选择此框。 | 6. Simplified Chinese |
| <input type="checkbox"/> | 如果你能讀中文或講中文，請選擇此框。 | 7. Traditional Chinese |
| <input type="checkbox"/> | Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik. | 8. Croatian |
| <input type="checkbox"/> | Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky. | 9. Czech |
| <input type="checkbox"/> | Kruis dit vakje aan als u Nederlands kunt lezen of spreken. | 10. Dutch |
| <input type="checkbox"/> | Mark this box if you read or speak English. | 11. English |
| <input type="checkbox"/> | اگر خواندن و نوشتن فارسی بلد هستید، این مربع را علامت بزنید. | 12. Farsi |

<input type="checkbox"/>	Cocher ici si vous lisez ou parlez le français.	13. French
<input type="checkbox"/>	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen.	14. German
<input type="checkbox"/>	Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά.	15. Greek
<input type="checkbox"/>	Make kazye sa a si ou li oswa ou pale kreyòl ayisyen.	16. Haitian Creole
<input type="checkbox"/>	अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ।	17. Hindi
<input type="checkbox"/>	Kos lub voj no yog koj paub twm thiab hais lus Hmoob.	18. Hmong
<input type="checkbox"/>	Jelölje meg ezt a kockát, ha megérte vagy beszéli a magyar nyelvet.	19. Hungarian
<input type="checkbox"/>	Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano.	20. Ilocano
<input type="checkbox"/>	Marchi questa casella se legge o parla italiano.	21. Italian
<input type="checkbox"/>	日本語を読んだり、話せる場合はここに印を付けてください。	22. Japanese
<input type="checkbox"/>	한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오.	23. Korean
<input type="checkbox"/>	ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ.	24. Laotian
<input type="checkbox"/>	Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim.	25. Polish

<input type="checkbox"/>	Assinale este quadrado se você lê ou fala português.	26. Portuguese
<input type="checkbox"/>	Însemnați această casuță dacă citiți sau vorbiți românește.	27. Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	28. Russian
<input type="checkbox"/>	Обележите овај квадратик уколико читате или говорите српски језик.	29. Serbian
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	30. Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	31. Spanish
<input type="checkbox"/>	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	32. Tagalog
<input type="checkbox"/>	ให้กาเครื่องหมายลงในช่องถ้าท่านอ่านหรือพูดภาษาไทย.	33. Thai
<input type="checkbox"/>	Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga.	34. Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	35. Ukrainian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔	36. Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ.	37. Vietnamese
<input type="checkbox"/>	באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש.	38. Yiddish

Appendix C: LEP Training and Certificate of Completion

Form is on the following page.

2023 LIMITED ENGLISH PROFICIENCY (LEP) TRAINING AND CERTIFICATE OF COMPLETION

As a direct recipient of federal assistance, the North Dakota Department of Transportation (NDDOT) is required to comply with Title VI laws, related statutes, and regulations. It is necessary that any agency receiving federal and/or state financial assistance from NDDOT receive training on U.S. Department of Transportation (DOT) and Federal Highway Administration (FHWA) Limited English Proficiency laws and regulations on an annual basis.

As a sub-recipient of NDDOT's federal funds, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is required to comply with Title VI and related nondiscrimination laws and regulations, which includes Limited English Proficiency assistance. Employees of Metro COG are required to complete one hour of Title VI training each year.

Metro COG employees shall review the following module in order to fulfill their LEP training requirements for 2023:

- **MODULE I – Communicating Effectively with Limited English Proficient Members of the Public** (50 minutes):

<https://www.youtube.com/watch?v=vv3IBZkUgwg&feature=youtu.be>

This video training series, in production since 2013, is part of a training toolkit designed to educate federal personnel on interacting with limited English proficient individuals. It was developed in response to the Attorney General's February 2011 memorandum to all federal agencies, calling upon them to ensure that limited English proficient individuals can access federal government programs and services under Executive Order 13166. The training series is intended to help establish consistent and legally sound practices across the government when engaging in communications with limited English proficient individuals.

More information can be found at www.LEP.gov

Declaration of Employee: I have completed annual LEP training on _____ (date) as required by the Fargo-Moorhead Metropolitan Council of Governments and the North Dakota Department of Transportation. I have also received information on:

- Title VI Policy and LEP responsibilities;
- The use and location of language identification cards;
- Language assistance services available and where the resources can be found;
- How to document language assistance requests; and
- How to handle potential Title VI / LEP complaints.

Printed Name and Title: _____

Signature: _____ Date: _____

Appendix D: LEP Training Log

Position	Last Date Completed	Year						
		2023	2024	2025	2026	2027	2028	2029
<i>Executive Director</i>	3/15/2023	X						
<i>Senior Transportation Planner</i>	3/15/2023	X						
<i>Transportation Planner</i>	3/15/2023	X						
<i>Community & Transportation Analyst</i>	3/15/2023	X						
<i>Associate Planner</i>	3/15/2023	X						
<i>Assistant Planner</i>	3/15/2023	X						
<i>GIS Coordinator</i>	3/15/2023	X						
<i>Office Manager</i>	3/15/2023	X						
<i>Planning Intern</i>	3/15/2023	X						

Appendix E: Language Assistance Requests

A blank form is on the following page.

For each calendar year, a new form is amended into this plan and added subsequently to this Appendix. This amendment shall occur no later than February of the year following the calendar year that is assessed.

Language Assistance Requests

The first line of the table, shaded in yellow, is an example of how to fill in the table when / if a request is received.

EXAMPLE

EXAMPLE	Name of Requester	Date Requested		Language Requested	Type of Service Requested	Comments about Request	Metro COG Response		Date Request Completed
	First Name, Last Name Address Phone Email	Year	Month/ Day				Action	Service Used	
	John Doe 1234 This Town Rd Small Town, XX ##### xxx-xxx-xxxx xxxxxx@blahblah.com	YYYY	MM/DD	Nepali	Document Translation	Requested the entire 2045 MTP be translated from English to Nepali.	Translated document in entirety	NDDOT Linguistica	MM/DD/YYYY

*As of December 2022, no language assistance requests have been received.

Appendix F: LEP Annual Assessment

A blank form is on the following page.

For each calendar year, a new form is amended into this plan and added subsequently to this Appendix. This amendment shall occur no later than February of the year following the calendar year that is assessed.

LEP Annual Assessment

Per the Limited English Proficiency (LEP) Plan, Metro COG needs review annually the following:

1. Current LEP population in the service area, which is subject to available Census data
2. Assess and determination whether:
 - a. The need for translation services has changed
 - b. Local language assistance programs have been effective and sufficient to meet the need
 - c. Staff training is sufficient
 - d. Metro COG's financial resources are sufficient to fund language assistance resources needed
 - e. Metro COG fully complies with the goals of this LEP Plan

Every January, Metro COG staff will review the previous calendar year's Unified Plan Work Program activities and the interactions staff, consultants, and contractors had with LEP individuals. The information noted above in items 1 and 2 are reviewed and noted in the following form. Once the form is completed in January, it will be brought to the Transportation Technical Committee and Policy Board for adoption and amendment into the current LEP Plan.

LEP Annual Assessment Form

1. CURRENT LEP POPULATION IN SERVICE AREA (METROPOLITAN STATISTICAL AREA)

DATE RETRIEVED _____ SOURCE: _____

COMMENTS REGARDING DATA: Note changes that have occurred since previous calendar year; note any data limitations

Table A: LEP Populations by Community for the Fargo-Moorhead MSA

Geographic Area	20XX Total Population	# Who Speak English Less Than "Very Well"	% of Total Population	% of total population speaking			
				Spanish	Indo-European Languages	Asian-Pacific Island Languages	Other Languages
United States	301,150,892	25,654,421	8.5%	5.4%	1.2%	1.6%	0.3%
Minnesota	5,140,764	236,363	4.6%	1.6%	0.5%	1.6%	0.9%
North Dakota	693,709	11,266	1.6%	0.4%	0.6%	0.3%	0.3%
Clay County, MN	57,645	1,084	1.9%	0.3%	0.6%	0.4%	0.6%
Cass County, ND	158,535	4,402	2.8%	0.3%	1.2%	0.6%	0.7%
Fargo-Moorhead MSA	216,180	5,486	2.6%	0.3%	1.0%	0.6%	0.7%
Fargo-Moorhead UZA	181,567	3,194	1.7%	0.1%	0.7%	0.3%	0.6%

Replace data in the table as it becomes available. This is the same information listed in Factor 1: Demography of the LEP Plan.

2. ASSESSMENT & DETERMINATION

DATE OF ASSESSMENT: _____

A. HAS THE NEED FOR TRANSLATION SERVICES CHANGED:

_____ YES _____ NO

RATIONAL: _____

B. WERE LOCAL LANGUAGE ASSISTANCE PROGRAMS USED IN THE PREVIOUS CALENDAR YEAR:

_____ YES _____ NO

If yes, which programs and type of assistance were used: _____

If yes, which languages were requested for translation or interpretation: _____

BASED ON THE ABOVE ASSESSMENT, WERE THE LOCAL LANGUAGE ASSISTANCE PROGRAMS EFFECTIVE AND SUFFICIENT TO MEET THE NEEDS?

_____ YES _____ NO

If no, what changes need to be made in the next year: _____

If no, the changes listed above shall be amended into the LEP Plan with the amendment of this assessment.



C. IS STAFF TRAINING SUFFICIENT:

____ YES ____ NO

RATIONAL: _____

D. ARE METRO COG'S FINANCIAL RESOURCES SUFFICIENT TO FUND THE NEEDED LANGUAGE ASSISTANCE: ____ YES ____ NO

RATIONAL: _____

E. DOES METRO COG FULLY COMPLY WITH THE GOALS OF THE CURRENT ADOPTED LEP: ____ YES ____ NO

If no, what amendments need to occur, to bring Metro COG into compliance: _____

When will these amendments occur: _____

CERTIFICATE

I, _____, represent Metro COG as the Title VI, limited English proficiency, and Americans with Disabilities Act Coordinator, and warrant the answers that have been made to each and all of the foregoing questions are full and true to the best of my knowledge and belief.

Signature of Metro COG Executive Director,
whom is the Title VI - limited English proficiency – Americans with Disabilities Act Coordinator

Date: _____

Appendix K: Federal Clauses

Form is on the following page

Federal Clauses

Equal Employment Opportunity Clause – 41 CFR 60-1.4(a) and 2 CFR Part 200 Appendix II (C)

41 CFR 60-1.4(a)

- (a) *Government contracts.* Except as otherwise provided, each contracting agency shall include the following equal opportunity clause contained in section 202 of the order in each of its Government contracts (and modifications thereof if not included in the original contract): during the performance of this contract, the contractor agrees as follows:
- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
 - (2) The contract will, in all solicitations or advertisements for employees placed by or no behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
 - (3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 - (4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the secretary of labor.
 - (5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the secretary of labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the secretary of labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

- (6) In the event of the contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the secretary of labor, or as otherwise provided by law.
- (7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the secretary of labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the secretary of labor as a means of enforcing such provisions including sanctions for noncompliance: *provided, however*, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

2 CFR Part 200 Appendix II (C)

- (C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Sanctions and Penalties for Breach of Contract – 2 CFR Part 200 Appendix II (A)

- (A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Termination for Cause and Convenience – 2 CFR Part 200 Appendix II (B)

- (B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.

Rights to Inventions Made Under a Contract or Agreement – 2 CFR Part 200 Appendix II (F)

- (F) Right to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "Funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient of subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

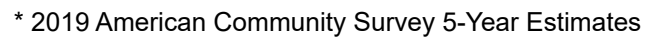
Debarment and Suspension – 2 CFR Part 200 Appendix II (I)

- (I) Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p.235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Byrd Anti-Lobbying Amendment – 2 CFR Part 200 Appendix II (J)

- (J) Byrd Anti-Lobbying Amendment (31 U.S.C 1352) – Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Census Tracts that are 40% non-white, 35%, at or below 200% FPL, 40% or more of the population has limited English proficiency, or have an American Indian Reservation within its boundary.



Attachment J

Service Standards for Transit Providers

Vehicle Load

The vehicle load for each vehicle shall not exceed its respective capacity. The 2015-2017 New Flyer 35-foot Excelsior buses, Units 2151, 2161, 2162, 2163, 2164, 2171 and 2172, have a seated capacity of 32 and a standing capacity of 34. The 2018 - 2019 New Flyer 35-foot Excelsior buses, 2181, 2182, 2201, 2202 have a seating capacity of 31 and a standing capacity of 33.

Vehicle Headway

Vehicle Headway for each route is as follows:

Route 1	Monday - Friday: 30 minutes Saturday: 30 minutes
Route 2	Monday - Friday: 30 minutes (15 minutes during MSUM academic year, 2:15-6:15 p.m. this additional service has been temporarily suspended as of January 30, 2023 due to driver shortages.) Saturday: 30 minutes
Route 3	Monday - Friday: 30 minutes Saturday: 30 minutes
Route 4	Monday - Friday: 30 minutes Saturday: 30 minutes
Route 5	Monday - Friday: 30 minutes Saturday: 30 minutes
Route 6	Monday - Friday: 60 minutes Saturday: 60 minutes
Route 9	Monday - Friday: 60 minutes Saturday: 60 minutes

On-Time Performance

The transit schedules are planned so that no vehicle should arrive at its timepoint any sooner than the posted time, and no later than five minutes past its posted time.

Performance measures are tracked for every route in the system through RouteMatch Auto Vehicle Location System Software and presented in the Operations Reports (see Attachment K for 2021-2023 Reports). Exceptions to late trips may be collected and excluded from statistics when circumstances are beyond the control of the transit system and may impact trip timeliness, such as extreme weather

conditions or major traffic incidents beyond normal congestion (for example a train delaying a bus crossing).

Service Availability

Passengers may board at designated and signed MATBUS stops along bus routes per the policy adopted on 10/1/2018 (see Attachment). Specific criteria used to determine the need for bus stops is included in the policy. Passengers may request a specific bus stop for consideration. During temporary detours, passengers may flag the bus to stop along any corner or T intersection where it is safe to do so. The vehicle will not stop in a turning lane if it is not turning, and will instead stop just before the lane or on the other side of the intersection.

Designated Bus Stops Policy

Passengers can board or alight the fixed route bus only at designated locations posted with a MATBUS stop sign. It is the goal of MATBUS through this policy to:

- Improve reliability and on-time performance,
- Heighten visibility of transit routes,
- Improve visibility and clarification of bus stop locations,
- Reduce incidents of missed passengers,
- Improve customer satisfaction by identifying all bus stop locations

Bus drivers will continue to stop at unauthorized boarding locations when a passenger is flagging them down, but will then politely explain the correct boarding location for future rides.

During winter months, the bus driver will allow passengers to board at invalid bus stops if the nearest stop is inaccessible due to snow/ice or the person is using a mobility device.

Bus Stop Identification

MATBUS Stop Signs have been installed at locations along each route. Sign locations are marked on printed bus schedules and online route maps/schedules. Stop locations are indicated on the live bus tracker available online and utilized in Google Transit for trip planning.

Bus Stops Impacted by Construction

If there is construction in front of the bus stop, but the route is not on detour (e.g. if there is a second lane), the bus will not be able to load or unload passengers at that stop. Passengers will need to use the nearest bus stop outside the construction zone.

Temporary Route Changes and Detours

Temporary detours are caused by maintenance crews (i.e. Forestry, Public Works, Utility Companies, etc.) and are unannounced and short-term. Temporary detours will be evaluated on a case-by-case basis. These detours must be relayed to dispatch by bus operators or relayed to bus operators by dispatch. These detours will be posted immediately on matbus.com for passengers. Bus operators are to notify any relief operators or next shift operators of the temporary detour and always notify dispatch once the detour has ended and the route resumes its regular operation.

Scheduled detours are those approved in advance through a City permit, such as a parade, run, construction project, utility project, etc. for a specific period of time. Scheduled detours will be posted on the matbus.com web page and passengers will be notified via Rider Alert emails as soon as transit administration is aware of the detour. When a scheduled detour ends in the middle of the day the route will remain on detour until the end of service that day. This is so dispatch can notify passengers through the use of our rider alerts and other social media outlets. When a detour is scheduled to start all routes that are affected will begin utilizing that detour, even if the project that is causing the detour has not yet started. Detours are not optional routes, all Bus operators are required to follow any detour that is announced and will be expected to know this prior to taking over their route. All scheduled detours will be posted in the driver room at the MTG and GTC.

During detour operations, the temporary route segment will - unless otherwise noted

- operate under the "flag stop" policy, meaning passengers can board or alight the bus at any corner or intersection along the route where the driver deems it is safe to do so.

For long-term detours, temporary MATBUS stop signs may be installed and designated as bus stops. Also, "Not in Service" stickers may be placed over existing MATBUS stops signs or the signs will be covered or removed.

Designated Bus Stop Criteria

Bus stops will be placed at least two blocks apart unless there is demonstrated high demand requiring additional stops. Traffic flow and existing traffic signal and sign placement will be considered in placement of the stop. The bus stop location must be safe for passengers to board and alight and not create a hazard for other traffic. The bus stop cannot be in a right-hand turning lane, unless the bus route turns right at that location. It is preferred that the bus stop be located at or near concrete at an accessible corner or driveway. If the bus stop is on the far side of the intersection, it is preferred that the stop allow the bus to completely clear the intersection and allow passengers to board and alight on concrete. Mid-block stops will be considered on long blocks (a double block or more) and loops. The stop should be the point where a corner would normally exist and includes "T" intersections. If the stop request is based on a passenger's disability, MATBUS staff will review the request to determine the best option, including the possibility of alternative transportation. MATBUS staff will review bus stop boarding data yearly and will make determinations based on ridership to add or remove bus stops.

Attachment K

Operations Report

2021-2023

Moorhead Matbus Ridership Trends												
Period	Route 1	Route 2	Route 3	Route 4	Route 5	Route 6	Route 7	Route 8	Route 9	TOTAL	% Change	
2011	77,251	127,650	51,407	100,947	56,611	-	8,937	10,873	-	433,676		
2012	70,912	126,221	50,397	108,909	54,780	-	10,449	14,636	-	436,304	0.61%	
2013	77,928	127,479	50,818	112,786	51,770	-	12,279	19,564	-	452,624	3.74%	
2014	80,367	129,516	55,715	121,107	48,513	11,165	11,943	19,025	4,424	481,775	6.44%	
2015	76,401	123,362	48,675	110,965	52,495	12,267	10,229	16,815	8,079	459,288	-4.67%	
2016	74,771	108,113	47,525	117,824	50,547	10,410	12,752	15,378	7,699	445,019	-3.11%	
2017	77,015	113,084	48,773	134,383	49,414	13,017	2,125	8,523	5,520	451,854	1.54%	
2018	87,398	136,239	60,408	156,468	60,316	15,346	-	-	5,701	521,876	15.50%	
2019	80,400	117,307	58,201	151,749	52,657	16,710	-	-	5,643	482,667	-7.51%	
2020	61,976	91,236	60,435	138,038	54,076	15,244	-	-	4,742	425,747	-11.79%	
2021	55,768	76,480	54,114	117,623	45,721	10,315	-	-	3,705	363,726	-14.57%	
2022	59,886	79,828	45,639	104,010	41,800	8,736	-	-	3,964	343,863	-5.46%	
2023	71,410	78,231	51,117	111,840	47,323	9,110	-	-	5,897	374,928	9.03%	
2022-23 Change	19.24%	-2.00%	12.00%	7.53%	13.21%	4.28%	#DIV/0!	#DIV/0!	48.76%	9.03%		
10-Year Average	73,029	107,352	52,856	125,163	50,421	11,120	4,484	7,210	5,034	436,670		

Attachment L

Service Policies for Transit Providers

Transit Amenities

MATBUS operates only one mode of transit (local bus service). Amenities include access to the Ground Transportation Center (GTC) in downtown Fargo, ND (facility with restrooms and seating), and benches and shelters along the routes. Current shelters are marked on the bus schedule with an icon.

Criteria for Site Selection

The following criteria established in 2018 were applied for selecting shelter locations along transit routes. The higher the number of criteria met, the higher priority the location received.

1. Open space where elements are extremely adverse and affect the use of system. In other words, the area would generate riders except that for poor bus stop conditions.
2. Commercial areas such as shopping malls or business districts where frequent stops are not desired due to high vehicle traffic. The shelter "steers" passengers to designated stop location. Also where parking space is limited and there is a need to reduce automobile traffic.
3. Elderly and disabled housing facilities where direct service is not warranted or location is not conducive for direct service. This clientele are more adversely affected by weather conditions. Providing a shelter can make the fixed route usable for some who would normally require door-to-door paratransit service.
4. Educational institutions where parking is limited and high transit usage is desired.
5. High density areas such as apartment complexes and dormitories.
6. Government or public buildings.
7. Medical facilities.
8. High ridership (more than 10 people per day).
9. Low income residential area.

Benches are placed at the discretion of the bench contractor, with advisement from MATBUS on the above criteria.

Vehicle Assignment

All vehicles in the fleet are 35-foot, low floor with wheelchair ramps, and operate with climate control and automated announcements.