

September 4, 2025

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

Re: City of Fargo – Title VI Program

Dear Regional Civil Rights Officer:

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

1. **Attachment A:** Title VI Notice to the Public (Vital Document) including pictures of locations where the notice is posted, and translated to Spanish and Somali with Certification of Translation from Language Link: *See enclosed "Public Notice" information outlining notification and postings. Information is also posted on the website www.matbus.com.*
2. **Attachment B:** Title VI Complaint Form (Vital Document) which includes the Title VI complaint procedures, and translated to Spanish and Somali with Certification of Translation from Language Link and Title VI employee training documents: *enclosed*. List of transit related Title VI investigations, complaints, and lawsuits. We had one Title VI complaint in 2024.
3. **Attachment C:** Public Participation Plan, including information about outreach methods to engage minority and LEP, as well as a summary of outreach efforts made since the last Title VI program submission:

The City of Fargo 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 all vehicles and in all transit facilities where locations are conspicuous and accessible to all individuals, on bus schedules, letters are mailed 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 X 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. 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.

Public Outreach Activities:

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 2022-2024: Rider Alerts have been sent out regarding:

- 4/26/22 Travel Trainer Workshop
- 11/9/22 Homeless Veterans Stand Down
- 11/22/22 Route 15 Increased Frequency during the holidays
- 12/26/22 Fargo Service & Route Changes
- 2/24/23 Public Hearing Notice
- 3/27/23 Route 18 Detour
- 4/17/23 Travel Trainer Workshop
- 5/15/23 Fargo Marathon
- 4/29/24 Route 18 Detour
- 5/28/24 Travel Trainer Workshop
- 7/12/24 Downtown Street Fair Detours

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 started in 2024, 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, 2024, and 2025 as a vendor to provide information about MATBUS services.

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

Presented a to a group of low-income and disabled residents regarding MATBUS services at Pioneer Manor on April 15, 2024.

Participated as a vendor at the River Pointe Senior Living Resource Fair on April 26, 2024.

Presented to a foster care youth group called STAY (Successful Transition to Adulthood for Youth) through Clay County Social Services, including a tour of the GTC and a tour and a ride on a bus on August 14, 2024.

Presented to a sight-impaired group regarding using MATBUS Paratransit services on September 18, 2024

4. **Attachment D:** Language Assistance Plan for providing language assistance to persons with limited English proficiency (LEP): *enclosed*.
5. **Attachment E:** Language Access Plan (LAP): *enclosed*.
6. A table depicting the membership of non-elected committees and councils, the membership of which is selected by the recipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees: **There are currently no committees and/or councils where the membership is selected by us. (The decision making body governing the City of Fargo Transit Department is the Fargo City Commission which is made up entirely of elected officials).**
7. Primary recipients shall include a description of how the agency monitors its subrecipients for compliance with Title VI, and a schedule of subrecipient Title VI program submissions: **We do not have subrecipients.**
8. A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc.: **The City of Fargo Transit has not constructed any transit facilities.**
9. **Attachment F:** A copy of board meeting minutes, resolution, or other appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI program: *enclosed*
10. Additional information as specified in chapters IV, V, and VI, depending on whether the recipient is a transit provider, State, or planning entity. Note: **The recipient is a Transit Provider.**
11. **Attachment G:** Requirements of Transit Providers (Chapter IV):
All fixed route transit providers must submit all requirements set out in Chapter III:
Service standards, vehicle load for each mode, vehicle headway for each mode, on-time performance for each mode, Service availability for each mode:
Fixed route service provided in the Fargo area is limited to local bus service; we do

not incorporate peak or off-peak service. Service hours are 6:15am-10:15pm M-F system-wide and 7:15am-10:15pm Saturdays (we do not have Sunday fixed route service). I have enclosed headways on all routes, and performance measures tracked for every route on the system for 2022-2024.

12. **Attachment H:** Service policies: (1) for transit amenities for each mode and (2) vehicle assignment for each mode.

Transit operates only one mode (local bus service). Amenities include one main transfer facility in downtown Fargo where most of the system routes pulse with other routes to allow travel throughout the community – this facility is the location for fixed route dispatch and has restrooms, seating, and vending; one transfer hub located at the main local mall (West Acres) – this facility has a phone allowing access to dispatchers, benches, route information, and is an attached enclosed facility with access to restrooms; and 68 additional bus shelters located throughout the system (see enclosed).

Note: The City of Fargo operates under 50 fixed route vehicles in peak service and is located in a UZA of 200,000.

14. **Attachment I:** Submission of annual certifications and assurances: *Please refer to the most recent certifications and assurance on TrAMS.*

15. **Attachment J:** Enclosed for your reference are a current bus route schedules, maps and demographic information for Fargo.

16. **Attachment K:** City of Fargo EEO, Transdev EEO and Affirmative Action Plan, Metro COG Title VI Plan <https://www.fmmetrocog.org/titlevi>

Should you have any questions concerning this information, please contact me at 701-476-6737 or e-mail JBommelman@cityoffargo.com.

Sincerely,



Julie Bommelman
City of Fargo Transit Director

Attachment A

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.

NON-DISCRIMINATION POLICY

The Cities of Fargo, North Dakota, and Moorhead, Minnesota, 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 701.232.7500 Option 3. 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.



**Contact MATBUS by calling 701.232.7500 Option 3,
by mail at 650 23rd Street North, Fargo, ND,
or obtain a complaint form online at www.matbus.com.**



**UGU BOOSTI GAREE SI JOOGTO AH DHAMAAN BOODHADHKA
LAGU XARDHO WARARKA/BAYAANADA MUHIIMKA AH**

**OGEYSIIS DADWEYNE
MAGAALADA FARGO IYO MAGAALADA MOORHEAD
SIYAASADDA CINWAANKA VI EE TAKOOR LA'AANTA EE KU SALEYSAN
GUNDHIG ISIREED, SINJIYADEED, MIDABEED AMA ASALKA QARANEED
EE MASHAARIICDA MAAREYNTA GAADIIDKA DADWEYNAHA EE FEDERAALKA**

Magaalada Fargo iyo Magaalada Moorhead waa kuwa hela kaalmada maaliyadeed ee Federaalka ee **Waaxda Gaadiidka ee Maraykanka iyada oo loo sii mariyo Maamulka Gaadiidka Dadweynaha ee Federal (Federal Transit Administration, FTA) ee hawlaha gaadiidka**, qorsheynta iyo/ama mashaariicda raasamaalka sidaas darteedna waxay hoos imanaysaa Shuruudaha Xuquuqda Madaniga ah ee Ciwaanka VI.

Kuwa soo socdaa waa soo koobida shuruudaha Ciwaanka VI ee la xidhiidha takoor la'aanta mashaariicda FTA ee helaya kaalmadan federaalka.

1. Qof kasta oo ah, ama doonaya inuu noqdo, ilaaliyaha gaadhi kasta oo ku shaqeeya qayb ka mid ah, ama si la xidhiidha, mashruuca waa in la siiyaa isla marin u helka, fadhiisashada, iyo ula dhaqanka sida dadka waxa khuseeya isticmaalka gaadiidkaas sida dadka kale iyada oo aan loo eegin isirkooda, midabkooda ama asalkooda qaran.
2. Qof kasta oo ka mid ah ama doonaya inuu noqdo shaqaale mashruuca kafaala qaada ama kireyste, ka tanaasulayaal, qandaraasleyaal, shati qaatayaal, ama hay'ad kasta oo bixisa adeegga gaadiidka dadweynaha oo qayb ka ah, ama la shaqaynaysa, mashruuca waa in loola dhaqmo si ka hoosaysa shaqaale kasta oo kale ama codsade iyadoo la eegayo shaqaaleysiinta, shaqo ka burinta, horumarinta, mushaharka, ama shuruudo kale iyo dheefaha shaqaalaynta, si ku salaysan isirka, midabka, ama asalka qaran.
3. Qof ama koox dad ah laguma takoori karo ruutiinka, jadwalka, ama tayada adeegga gaadiidka ee loo diyaariyey qayb ka mid ah mashruuca iyadoo lagu salaynayo isir, midab, ama asal qaran. Inta jeer ee adeegga, da'da iyo tayada baabuurta loo qoondeeyay waddooyinka, tayada boosteejooyinka u adeega dariiqooyin kala duwan, iyo meesha ay maraan lama go'aamin karo iyadoo lagu salaynayo isir, midab ama asal qaran.
4. Goobta mashaariicda ee u baahan dhul-wareejin iyo ka barakicinta qof deegaankooda iyo ganacsigooda lama go'aamin karo iyadoo lagu salaynayo isir, midab, ama asal qaran.

Magaalada Fargo iyo Magaalada Moorhead waxay sii hayaan diwaanada iyo macluumaadka kale waxayna soo gudbiyaan u hoggaansanaanta warbixinnada iyo qiimeynta ku saabsan Ciwaanka VI sida ay farayso FTA. Macluumaadkan waxaa laga yaabaa in loo diyaariyo dadweynaha marka la codsado. Codsiyada macluumaadka ku saabsan Magaalada Fargo iyo/ama Magaalada Moorhead waxaa laga codsan karaa Shaun Crowell maareeyaha Dhaqdhaqaaqa MATBUS, xafiiskiisuna uu ku yaalo 650 23rd St N Fargo, ND 58102 ama telefoon ahaan lanbarka (701) 476-5967.

Cabashooyinka takoorka waxaa loo gudbin karaa Magaalada Fargo ama Magaalada Moorhead si loo xalliyo iyadoo lagula xiriirayo qofka ku haboon telefoonada iyo ciwaanada kor ku xusan. Haddii cabashooduhu uu ku qanci waayo xallinta Magaalada Fargo ama Magaalada Moorhead, isla cabashada waxaa loo gudbin karaa FTA ama Xoghayaha Gaadiidka 180 maalmood gudahooda ka dib taariikhda dhacitaanka takoorka la tuhunsan yahay. Qofku sidoo kale wuxuu si toos ah ugu gudbin karaa ashtako Maamulka Gaadiid-raaca ee Federaalka, Xafiiska FTA ee Xuquuqda Madaniga, 1200 New Jersey Avenue SE, Washington, DC 20590.

Boodhadhka Cinwaanka VI ee takoor la'aanta iyo dhammaan ogaysiisyada Ciwaanka VI waxaa lagu boosti gareeyaa meelo laga arki karo oona muuqda si qof walba uu u arko oo uuna u akhriyo.

Certification of Translation

DATE: 5/23/2024

I, Aldara Martinez, Language Link Project Manager, certify on behalf of Language Link, a professional Language Service Provider, that the following documents:

- Public Notice update 3-23-22.docx
- Title VI ADA Complaint Form 2022.docx

were completed by a professional linguistic team in the following language pairs:

- English>Somali
- English>Spanish (LA)



(Project Manager Signature)

5/23/2024

(Date)

PUBLICAR PERMANENTEMENTE EN TODOS LOS TABLEROS DE ANUNCIOS

**AVISO PÚBLICO
CIUDAD DE FARGO Y CIUDAD DE MOORHEAD
POLÍTICA DEL TÍTULO VI CONTRA LA DISCRIMINACIÓN EN BASE
A LA RAZA, COLOR U ORIGEN NACIONAL
ACERCA DE LOS 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 (Federal Transit Administration, 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 contra la discriminación en proyectos FTA que reciben esta asistencia federal.

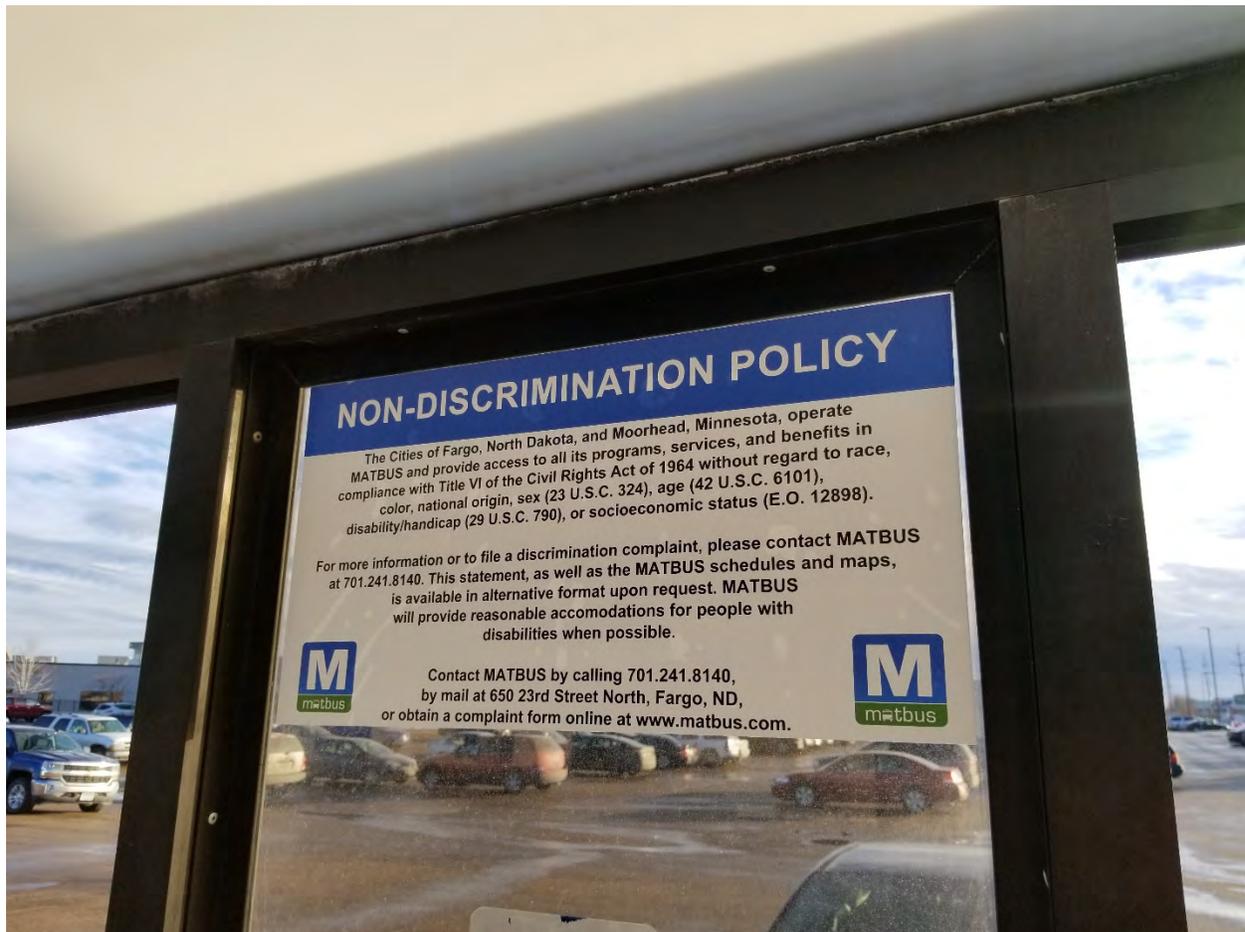
1. Cualquier persona que sea, o busque ser, patrocinador de cualquier vehículo que sea operado como parte de un proyecto o en conjunto con él, recibirá el mismo acceso, asientos y otro trato con respecto al uso de dicho vehículo como otras personas sin distinción de su raza, color u origen nacional.
2. Ninguna persona que sea o busque ser un 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 será tratada de manera menos favorable que cualquier otra persona. empleado o solicitante con respecto a contratación, despido, ascenso, salarios 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, programación o 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, el gerente de Movilidad de MATBUS, ubicado en 650 23.º St N Fargo, ND 58102 o por teléfono al (701) 476-5967.

Las quejas por discriminación se pueden presentar ante la Ciudad de Fargo o la Ciudad de Moorhead para su resolución comunicándose con la persona de contacto adecuada a los números de teléfono y direcciones que se muestran arriba. Si el denunciante 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 en el plazo de los 180 días calendario posteriores a la fecha de la supuesta discriminación. Una persona también puede presentar una queja directamente ante la Administración Federal de Tránsito, en la Oficina de Derechos Civiles de la FTA, 1200 New Jersey Avenue SE, Washington, DC 20590.

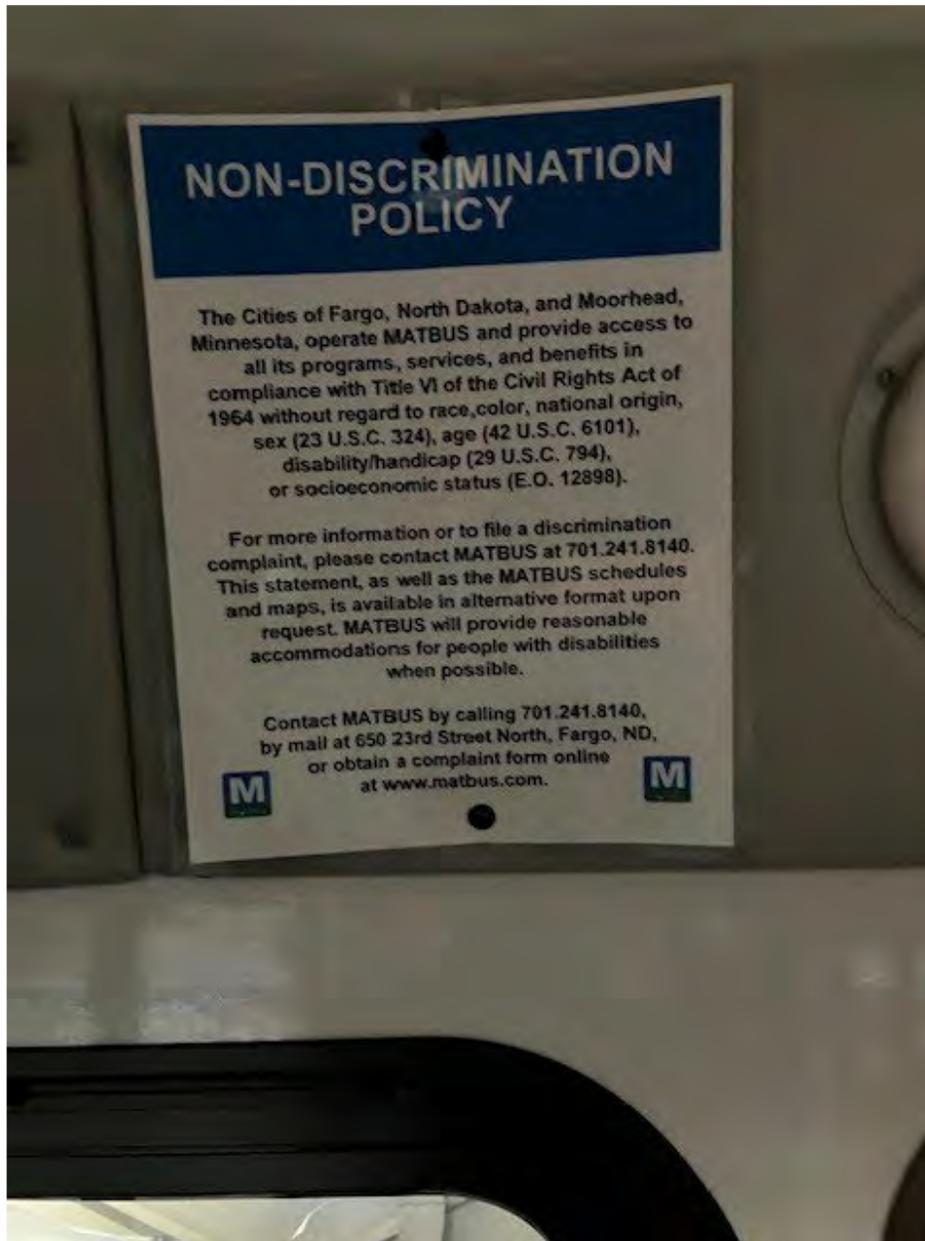
Los carteles de no discriminación del Título VI y todos los avisos públicos del Título VI se publican en lugares accesibles y visibles para que todos puedan verlos y leerlos.

Passenger Shelter



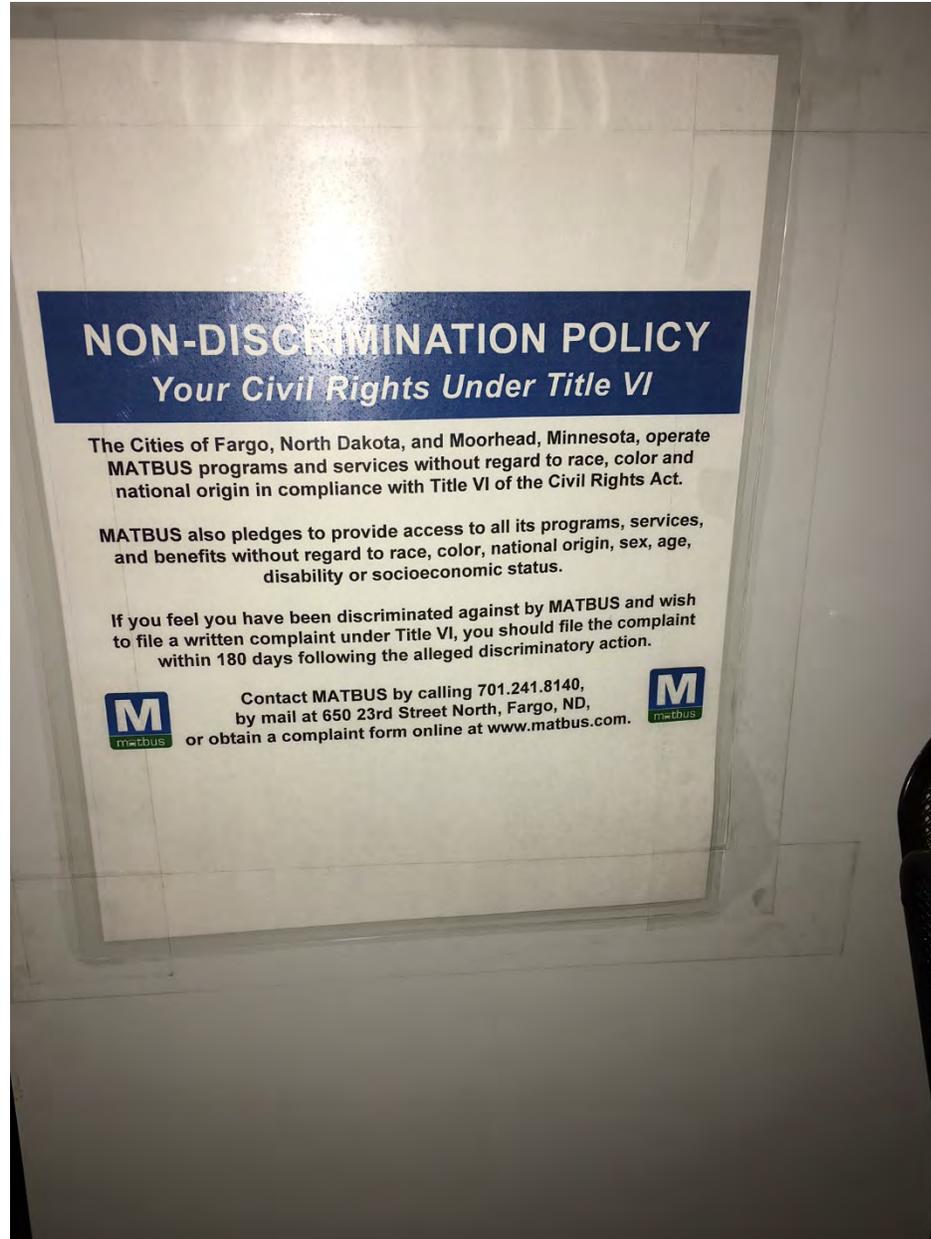


Para vehicle



Fixed Route bus





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.





Far More is Happening Here



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

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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	144.46 KB	PDF

Contact Information

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

[Get Directions >](#)

[701.241.8140](tel:701.241.8140)

Office Hours

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

Contact Information

Transdev - Driver Services Contractor
650 23rd St N
Fargo, ND 58102

[Get Directions >](#)

[701.241.8171](tel:701.241.8171)

Office Hours

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

Attachment B

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

CINWAANKA VI EE MAAREYNATA GAADIIDKA DADWEYNAHA, ADA AMA FOOMKA CABASHADA TAKOORKA

Tilmaamaha: Fadlan si buuxda ugu dhameystir foomkan, khad madow ah ama kombiyuutar ku qor. Haddii aad u baahan tahay hoy-yeeyn ama caawimo ku aadan buuxinta foomkan, fadlan kala xidhiidh Maareeyaha Dhaqdhaqaaqa MATBUS lanbarka (701) 241-8140. Saxiix oona ku soo celi: MATBUS, 650 23rd St. N., Fargo, ND 58102.

Bayaanka Takoorka La'aanta:

Magaalooyinka Fargo, ND iyo Moorhead, MN waxay ku shaqeeyaan MATBUS waxayna bixiyaan marin u helka dhammaan barnaamijyadooda, adeegyadooda iyo hawlahooda si waafaqsan Ciwaanka VI ee Xeerka Xuquuqda Madaniga ah ee 1964 iyadoon loo eegin isirka, midabka asal qaranka, Xeerka Naafada Dadyowga Maraykanka ee 1990 (ADA) (Naafu), jinsiga (23 U.S.C. 324), da'da (42 U.S.C. 6101), ama xaalka dakhliga (E.O. 12898).

Bayaanka qarsoodinimada, asturnaanta iyo ilaalinta:

Qofna ma handadi karo, cabsi gelin karo, ku qasbi karo, ama kula falgali karo fal kale oo takoorid ah qof sabab ah in isaga ama iyada uu gudbiyay ama ay gudbisay ashtako si loo sugo xuquuqaha ay ilaalinayaan qodobada takoor la'aanta ee sharciga federaalka.

Aqoonsiga dacwoodayaasha waa in lagu xafidaa si sir ahaan ah marka laga reebo ilaa xadka lagama maarmaanka u ah in la fuliyo baaritaanka, dacwad dhageysiga ama dacwadda garsoorka ee ka dhalata cabashada.

Qeybta I – Hay'adda, Waaxda ama Xarunta

Magaca cabashada wakaaladu waxa uu Magaalada Fargo Magaalada Moorhead First Transit ka dhan yahay:

Qeybta II – Nooca Takoorka & Sharaxaada

Waxaan aaminsanahay in takoorka aan la kulmay uu ku saleysnaa (calaamadee dhammaan inta ku dabaqda):

Ciwaanka VI ee Xeerka Xuquuqda Madaniga ee 1964	Xeer-hoosaadyada Kale ee Takoorka La'aanta	
<input type="checkbox"/> Sinjiyadda	<input type="checkbox"/> Jinsiga	<input type="checkbox"/> Naafonimada
<input type="checkbox"/> Midabka	<input type="checkbox"/> Da'ada	<input type="checkbox"/> Xaalada Dakhli
<input type="checkbox"/> Asalka Qaran		

Taariikhda Ay Dhacday Takoorka La Tuhunsan Yahay (Bisha, Maalinta, Sannadka): _____

U sharax sida ugu qeexan/cad inta suurtagalka ah waxa dhacay iyo sababta aad u aaminsantahay in lagu takooray. Sharax dhammaan dadka ku lug lahaa. Ku dar magaca iyo macluumaadka qofka (dadka) kugula kacay falka takoorka (haddii aad garaneyso) iyo sidoo kale magacyada iyo macluumaadka xiriirka ee wixii markhaati kasta ah oo joogay. Haddii goob wax qoris dheeraad ah aad u baahato, fadlan isticmaal gadaasha foomkan ama ku soo lifaaq xaashi gooni ah.

Qeybta III – Macluumaadka Cabashoodaha/Dacwoodaha

Magaca Cabashoodaha: _____

Ciwaanka Wadada: _____

Magaalada: _____ Gobolka: _____ Zip-ka: _____

Taleefonka Guriga: _____ Taleefonka Shaqada: _____

Taleefonka Gacanta: _____ Iimaylka: _____

Habka xidhiidheed ee aad doorbido: Boosto Iimayl Taleefon

Qeybta IV – Waxaa bogay

Ma waxaad cabashadan ku buuxinaysaa adigoo ku hadlaaya magacaaga? Haa Maya

Haddey haa tahay, aad **Qeybta III**

Haddey maya tahay, fadlan keen magaca iyo xidhiidhka kaala dhexeeya qofka aad u cabanayso:

Magaca hore iyo kan u danbeeya ee qofka aad u xareeneeyso cabashada: _____

Xiriirka kaala dhexeeya qofka aad u xareeneeyso cabashada: _____

Fadlan sharax sababta aad ugu xarayneyso qolo saddexaad: _____

Fadlan xaqiiji inaad ogolansho ka heshay dhinaca dhibbanaha haddii aad u xareeneeyso cabashada adigoo ku hadlaya magaca qolo saddexaad. Haa Maya

Qeybta V - Hore

Horay ma ugu gudbisay cabashada Cinwaanka VI hay'addan? Haa Maya

Horay ma ugu gudbisay cabashada ADA hay'addan? Haa Maya

Horay ma ugu gudbisay cabashada takoor kale oo kasta hay'addan? Haa Maya

Qeybta VI – Ka Xareynta Hay'adda Kale

Ma ugu gudbisay cabashadan hay'ad kale oo Federaal, Gobol, ama wakaalad Maxali ah, ama maxkamad Federaal ah oo ka tirsan Gobolka? Haa Maya

Haddey haa tahay, calaamadi dhamaan inta ku dabaqmata:

- Wakaaladda Federaalka: _____ Maxkamadda Federaalka: _____
 Wakaaladda Gobolka: _____ Maxkamadda Gobolka: _____
 Hay'ad Maxalli ah: _____

Fadlan bixi macluumaadka ku saabsan qofka lala xidhiidhayo ee jooga wakaaladda/maxkamadda meesha cabashada laga soo xaree yay.

Magaca Qofka Lala Xidhiidhayo: _____ Jeegada Qofka Lala Xidhiidhayo: _____

Magaca Wakaaladda: _____ Telefoonka: _____

Cinwaanka Wakaaladda: _____

Magaalada Wakaaladda: _____ Wakaaladda Gobolka: _____ Zip-ka Wakaal: _____

Qeybta VII – Xalka La Raadsatay

Sheeg xalka gaarka ah ee la raadsanayay in lagu xalliyo arrinta (ma):

Waxaad ku soo lifaaqi kartaa macluumaad kasta oo qoran ama kale oo aad u malaynayso inay khusayso cabashadaada.

Saxiixa iyo taariikhda ayaa hoos looga baahan yahay.

Saxiixa:

Taariiqda:

Waxaan si daacad ah oo run ah u caddaynayaa oo aan xaqiijinayaa in xaqiiqooyinka halkan ku jira ay yihiin kuwo dhammaystiran, sax ah, oo run ah inta aqoontayda iyo rumaysteyda ah. Intaa waxaa dheer, waxaan caddaynayaa oo aan xaqiijinayaa in hadalkayga uu si mutadawacnimo ah u sameeyay iyada oo aan la i qalqaalinin, la i qasbin, ama ballan nooc kasta ah la ii sameeyay.

SIDA LOO SAMEEYO CINWAANKA VI, ADA AMA CABASHADA TAKOORKA

1. Haddii aad rabto inaad samayso cabasho takoor ah oo ku saabsan barnaamij kasta oo dhex ku nagaansho safar ah, adeegyo, ama hawlo takooradaas oo ku salaysan sinsiyadda, midabka, asalka qaran; ama jinsiga, da'da, naafanimada ama heerka dakhliga (1) Magaalada Fargo (MATBUS), (2) Magaalada Moorhead (MATBUS), ama (3) First Transit (qandaraaslaha darawalka):

Si aad u hesho koobiga foomka cabashada:

- a. Ka wac Maareeyaha Dhaqdhaqaaqa MATBUS, Shaun Crowell lambarka (701) 241-8140 si aad u codsato in foomka lagu soo diro.
 - i. Waxaad ku codsan kartaa foomka cabashada oo ah qaab kale sida far weyn, fayl maqal ah, luqad kale ama adeegga turjubaanka.
 - ii. Marka la codsado, xubin kooxeed ayaa kaa caawin doona buuxinta foomka cabashada. Foomku waxa uu kaaga baahan doonaa in aad cadeeyso/magac-dhawdo naftaada oo aad faahfaahin gaar ah ka bixiso cabashadaada.
 - b. Kala soo deg foomka barta matbus.com/TitleVI
 - c. Ka hel nuqulka foomka Ground Transportation Center (GTC), 502 NP Ave, Fargo ND, 58102.
2. Ku soo celi foomka cabashada oo dhammaystiran:

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

3. Cabashooyinka waa in lagu xereeyaa 180 maalmood gudahooda laga bilaabo taariikhda takoorka la tuhun sanyahay uu dhacay. Taariikhda xereynta cabashada waa horaanta:
 - a. Calaamadda boostada ee cabashada, ama
 - b. Taariikhda ay cabashada heshay wakaalad kasta oo loo idmaday inay hesho cabashooyinka.
 - c. Ku guuldareysiga in lagu soo celiyo foomka cabashada 180 maalmood gudahooda waxay keeni doontaa cabashada in maamul ahaan loo xiro.
4. Waxa aanu kugu ogaysiin doonaa habka aad door bidayso ee wada-xidhiidhitaaneed in aanu helnay foomkaagii cabashada oo dhammaystiran waxana aanu bilaabi doonaa habkayaga baadhitaanka 10 maalmood oo shaqo gudahood. Baaritaankayaga wuxuu qaadan karaa ilaa 90 maalmood in lagu dhammeeyo cabashooyinka Cinwaanka VI. Baaritaanadu waxay ku qaadan karaan ilaa 30 maalmood cabashooyinka ADA. Waxaa laga yaabaa inaan kula soo xiriirno inta uu socdo baaritaanka haddii aan u baahanahay macluumaad dheeri ah ama aan

qabno su'aalo dabagal ah. Marka baaritaanka la dhameeyo, waxaan qoraal kugu ogeysiin doonaa go'aankayaga.

- a. Haddii la go'aamiyo in baaritaanku uu ku qaadan karo wax ka badan 90 maalmood cabashooyinka Cinwaanka VI, ama 30 maalmood cabashooyinka ADA, waxaa lagugu ogeysiin doonaa qoraal.

Habraaca Cabashada Takoorka

Qof kasta oo aaminsan in iyada ama isaga ay u takoortay si ku saleysan isirka, midabka, ama asalka qaran MATBUS-ka magaalada Fargo, MATBUS-ka magaalada Moorhead, ama First Transit waxay xeraysan karaan cabasho takooris iyagoo buuxinaya soona gudbinaya Cinwaanka VI ee wakaaladda Transit-ka, ADA ama Foomka Cabashada ee Takoorka. MATBUS-ka Magaalada Fargo, MATBUS-ka Magaalada Moorhead, iyo First Transit ayaa baaritaan ku sameeya cabashooyinka la helay wax aan ka badneyn 180 maalmood ka dib dhicitaanka fal takoorka la tuhunsan yahay. MATBUS-ka Magaalada Fargo, MATBUS-ka Magaalada Moorhead, ama First Transit waxay ka habeyn doonaan cabashooyinka dhamaystiran.

Marka cabashada la helo, MATBUS-ka Magaalada Fargo, MATBUS-ka Magaalada Moorhead, ama First Transit ayaa dib u eegi doonta si loo go'aamiyo in xafiiskayagu leeyahay awood xukmitaan. Qofka dacwoonaya/cabanaya waxa uu heli doonaa warqad qirasho ah oo u sheegaysa iyada/isaga in cabashada uu baari doono xafiiskayaga 10 maalmood oo shaqo gudahood.

MATBUS-ka Magaalada Fargo, MATBUS-ka Magaalada Moorhead, ama First Transit waxay haysataa 90 maalmood si ay u baarto cabashooyinka Cinwaanka VI ama 30 maalmood cabashooyinka ADA. Haddii macluumaad dheeraad ah loo baahdo si kiiska loo xalliyo, Maamulka ayaa laga yaabaa iney la xidhiidhaan cabashoodaha. Cabashooduhu waxa uu haysataa 10 maalmood oo shaqo laga bilaabo taariikhda warqadda la soo saaray si uu ugu diro macluumaadka la codsaday baaraha loo xilsaaray kiiska. Haddii cabashooduhu uusan la soo xidhiidhin baaraha ama aanu ku helin macluumaadka dheeraadka ah 10 maalmood oo shaqo gudahood, Maamulka ayaa si maamul ahaan u xidhi kara kiiska. Kiis ayaa maamul ahaan loo xidhi karaa haddii dacwooduhu aanu doonayn inuu sii wado kiiskooda.

Kadib marka uu baaruhu dib u eego cabashada, iyada/isagu waxay u soo saari doonaan mid ka mid ah labada warqadood cabashoodaha: warqad xidhiidhan ama warqad wax soo ogaanshaha (a letter of finding, LOF). Warqadda xiritaanka ah ayaa soo koobeysa eedeymaha oo ayna qeexaysaa in aysan jirin xadgudub takoor ah oona kiiska la xiraayo. LOF waxa ay soo koobaysaa eedaymaha iyo waraysiyada ku saabsan dhacdada la tuhunsan yahay, oo waxay sharraxaysaa haddii tallaabo anshaxeed, tababar dheeraad ah oo xubin shaqaale ah, ama tallaabo kale dhici doonto. Haddi uu cabashooduhu rabo inuu rafcaan ka qaato go'aanka, iyada/isagu waxay haystaan 30 maalmood ka dib taariikhda warqadda ama LOF inay sidaas sameeyaan.

Qofku sidoo kale wuxuu si toos ah ugu gudbin karaa ashtako Maamulka Maareynta Gaadiid-raaca Dadweynaha ee Federaalka, Xafiiska FTA ee Xuquuqda Madaniga, 1200 New Jersey Avenue SE, Washington, DC 20590.

Qof kasta oo aaminsan in lagu sameeyay takoorid sida ay mamnuucday Ciwaanka VI, ADA, ama noocyada kale ee takoorka waxay u gudbin karaan cabasho qoraal ah mid ka mid ah wakaaladaha kale ee soo socda ee loo idmay inay helaan oo ay habeeyaan cabashooyinka hoos ku taxan. Cabashada waa in lagu xereeyaa qoraal ahaan ugu dambayn 180 maalmood ka dib taariikhda dhicitaanka takoorka la tuhunsan yahay, hadii aysan ahayn in wakhtiga xaraynta uu kordhiyay Xoghayaha, Waaxda Gaadiid-raaca ee Maraykanka.

Wakaaladaha Kale Ee Loo Idmay Inay Helaan Oo Ayna Habeeyaan Cabashooyinka

Waaxda Gaadiidka ee Waqooyiga Dakota

Qeybta Xuquuqda Madaniga
608 E. Boulevard Ave.
Bismarck, ND 58507-0700
Telefoonka: (701) 328-2576
Fakiska: (701) 328-0343
TTY: 711 ama (800) 366-6888
limaylka: civilrights@nd.gov

Magaalada Fargo

Isku-duwaha ADA
Dhismooyinka iyo Garoomadda
200 3rd St N
Fargo, ND 58102
limaylka: B&Gdept@cityoffargo.com
Telefoonka: (701) 241-1480

Magaalada Moorhead

Agaasimaha Kheyraadka Aadanaha
500 Center Ave
Moorhead, MN 56560
limaylka: humanresources@ci.moorhead.mn.us
Telefoonka: (218) 299-5179

Waaxda Gaadiidka ee Maraykanka (USDOT)

Xafiiska Xuquuqda Madaniga
1200 New Jersey Avenue, SE
Washington, DC 20590
Telefoonka: (202) 366-4649
Fakiska: (202) 366-5575
TTY: (202) 366-9696

USDOJ - Sinjiyadda, Midabka, Asalka Qaranka Cabashooyinka

Qaybta Isku-duwidda iyo U Hogaansanaanta ee Federaalka
NWB
Qeybta Xuquuqda Madaniga
Waaxda Caddaaladda ee Maraykanka (USDOJ)
950 Pennsylvania Avenue, N.W.
Washington, DC 20530
Telefoonka: (888) 848-5306 (ku baxa Ingiriisi iyo Isbaanish)
(202) 307-2222 (cod)
(202) 307-2678 (TDD)
limaylka: Midna lama daabicin

Cabashooyinka USDOJ - ADA

Waaxda Caddaaladda ee Maraykanka (USDOJ)
950 Pennsylvania Avenue, NW
Qeybta Xuquuqda Madaniga
Qeybta Xuquuqda Naafonimada 1425 NYAV
Washington, DC 20530
Fakiska: (202) 307-1197
limaylka: ADA.complaint@usdoj.gov
Khadka Macluumaadka ee ADA: (800) 514-0301(cod)
ama
(800) 514-0383 (TTY)
Lanbarka Taleefonka ee Qeybta Guud:
(202) 307-0663 (cod iyo TTY)

Minnesota DOT

Isku-duwaha Cinwaanka VI
Xafiiska Xuquuqda Madaniga
395 John Ireland Blvd.
St. Paul, MN 55155
Telefoonka: (651) 366-3322
limaylka: Jonica.Carr@state.mn.us

Sección III: información del denunciante

Nombre del denunciante: _____

Dirección: _____

Ciudad: _____ Estado: _____ Código postal: _____

Teléfono fijo: _____ Teléfono del trabajo: _____

Teléfono móvil: _____ Correo electrónico: _____

Método de comunicación de su preferencia: Correo Correo electrónico Teléfono

Sección IV: completada por

¿Está completando esta queja en su propio nombre? Sí No

En caso afirmativo, vaya a la **Sección III**

En caso negativo, proporcione el nombre y la relación de la persona por quien presenta la queja:

Nombre y apellido de la persona por quien presenta la declaración: _____

Relación de la persona por quien presenta la declaración: _____

Explique por qué ha presentado una solicitud en nombre de un tercero: _____

Confirme que ha obtenido el permiso de la parte agraviada si presenta la declaración en nombre de un tercero. Sí No

Sección V: anterior

¿Ha presentado anteriormente una queja del Título VI ante esta agencia? Sí No

¿Ha presentado anteriormente una queja ADA ante esta agencia? Sí No

¿Ha presentado anteriormente alguna otra queja por discriminación ante esta agencia? Sí No

Sección VI: presentación de otra agencia

¿Ha presentado esta queja en alguna otra agencia gubernamental federal, estatal o local, o en un tribunal federal o estatal? Sí No

En caso afirmativo, marque todas las opciones que correspondan:

- Agencia federal: _____ Tribunal federal: _____
 Agencia estatal: _____ Tribunal estatal: _____
 Agencia local: _____

Proporcione información sobre una persona de contacto en la agencia/tribunal donde se presentó la denuncia.

Nombre del contacto: _____ Título del contacto: _____

Nombre de la agencia: _____ Teléfono: _____

Dirección de la agencia: _____

Ciudad de la agencia: _____ Estado de la agencia: _____ Código postal de la agencia: _____

Sección VII: reparación solicitada

Indique la reparación específica que se busca para resolver el(los) problema(s):

Puede adjuntar cualquier información escrita o de otro tipo que considere relevante para su queja.

Se requiere firma y fecha a continuación.

Firma:

Fecha:

Declaro y afirmo sincera y verdaderamente que los hechos contenidos en este documento son completos, precisos y verdaderos a mi leal saber y entender. Además, declaro y afirmo que mi declaración ha sido hecha por mí voluntariamente sin persuasión, coacción o promesa de ningún tipo.

CÓMO PRESENTAR UNA QUEJA POR TÍTULO VI, ADA O DISCRIMINACIÓN

1. Si desea presentar una queja por discriminación con respecto a cualquier programa, servicio o actividad de tránsito por motivos de raza, color u origen nacional; o sexo, edad, discapacidad o estado de ingresos por (1) la Ciudad de Fargo (MATBUS), (2) la Ciudad de Moorhead (MATBUS) o (3) First Transit (contratista de conductores):

Para obtener una copia del formulario de queja:

- a. Llame al gerente de Movilidad de MATBUS, Shaun Crowell, al (701) 241-8140 para solicitar que le envíen el formulario por correo.
 - i. Puede solicitar el formulario de queja en un formato alternativo, como letra grande, archivo de audio, idioma alternativo o servicio de intérprete.
 - ii. Si lo solicita, un miembro del equipo lo ayudará a completar el formulario de queja. El formulario requerirá que se identifique y brinde detalles específicos sobre su queja.
 - b. Descargue el formulario en matbus.com/TitleVI
 - c. Obtenga una copia del formulario en Ground Transportation Center (GTC), 502 NP Ave, Fargo ND, 58102.
2. Devuelva el formulario de queja completo a:

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

3. Las quejas deben presentarse en el plazo de los 180 días calendario a partir de la fecha de la presunta discriminación. La fecha de presentación de la queja es la primera de:
 - a. El matasellos de la queja, o
 - b. La fecha en que la queja es recibida por cualquier agencia autorizada para recibir quejas.
 - c. Si no se devuelve el formulario de queja en el plazo de los 180 días posteriores a la queja, la queja se cerrará administrativamente.
4. Le notificaremos mediante su método de comunicación preferido que hemos recibido su formulario de queja completo y comenzaremos nuestro proceso de investigación en el plazo de los 10 días hábiles. Nuestra investigación puede tardar hasta 90 días en completarse para quejas del Título VI. Las investigaciones pueden demorar hasta 30 días para las quejas de la ADA. Podemos comunicarnos con usted durante la investigación si necesitamos información adicional o si tenemos preguntas de seguimiento. Una vez que se complete la investigación, le notificaremos por escrito nuestra determinación.
 - a. Si se determina que la investigación puede tardar más de 90 días para las quejas del Título VI, o 30 días para las quejas de la ADA, se le notificará por escrito.

Procedimiento de quejas por discriminación

Cualquier persona que crea que ha sido discriminada por motivos de raza, color u origen nacional por parte de la Ciudad de Fargo MATBUS, la Ciudad de Moorhead MATBUS o First Transit puede presentar una queja por discriminación completando y enviando el Título VI de Tránsito, ADA o Formulario de Queja por Discriminación de la agencia. La ciudad de Fargo MATBUS, la ciudad de Moorhead MATBUS y First Transit investigan las quejas recibidas durante no más de 180 días después del presunto incidente. MATBUS de la Ciudad de Fargo, MATBUS de la Ciudad de Moorhead o First Transit procesarán las quejas que estén completas.

Una vez recibida la queja, MATBUS de la Ciudad de Fargo, MATBUS de la Ciudad de Moorhead o First Transit la revisarán para determinar si nuestra oficina tiene jurisdicción. El denunciante recibirá una carta de acuse de recibo informándole si nuestra oficina investigará la queja en el plazo de los 10 días hábiles.

La MATBUS de la Ciudad de Fargo, MATBUS de la Ciudad de Moorhead o First Transit tienen 90 días para investigar quejas del Título VI o 30 días para quejas de ADA. Si se necesita más información para resolver el caso, la Autoridad podrá contactar al denunciante. El denunciante tiene 10 días hábiles a partir de la fecha de la carta para enviar la información solicitada al investigador asignado al caso. Si el denunciante no se comunica con el investigador o no recibe la información adicional en el plazo de los 10 días hábiles, la Autoridad puede cerrar el caso administrativamente. Un caso también puede cerrarse administrativamente si el denunciante ya no desea continuar con su caso.

Después de que el investigador revise la queja, enviará una de dos cartas al denunciante: una carta de cierre o una carta de determinación (Letter Of Finding, LOF). Una carta de cierre resume las acusaciones y establece que no hubo una violación de discriminación y que el caso se cerrará. Una LOF resume las acusaciones y las entrevistas sobre el presunto incidente y explica si se tomará alguna medida disciplinaria, capacitación adicional del miembro del personal u otra acción. Si el denunciante desea apelar la decisión, tiene 30 días después de la fecha de la carta o de la LOF para hacerlo.

Una persona también puede presentar una queja directamente ante la Administración Federal de Tránsito, en la Oficina de Derechos Civiles de la FTA, 1200 New Jersey Avenue SE, Washington, DC 20590.

Cualquier persona que crea que ha sido sometida a discriminación prohibida por el Título VI, ADA u otras formas de discriminación puede presentar una queja por escrito ante cualquiera de las siguientes agencias autorizadas para recibir y procesar quejas que se enumeran a continuación. La queja debe presentarse por escrito a más tardar 180 días después de la fecha de la presunta discriminación, a menos que el secretario del Departamento de Transporte de EE. UU. extienda el tiempo para la presentación.

Otras agencias autorizadas para recibir y procesar quejas

Departamento de Transporte de Dakota del Norte

División de Derechos Civiles
608 E. Boulevard Ave.
Bismarck, ND 58507-0700
Teléfono: (701) 328-2576
Fax: (701) 328-0343
TTY: 711 o (800) 366-6888
Correo electrónico: civilrights@nd.gov

Ciudad de Fargo

Coordinador de ADA
Edificios y terrenos
200 3rd St N
Fargo, ND 58102
Correo electrónico: B&Gdept@cityoffargo.com
Teléfono: (701) 241-1480

Ciudad de Moorhead

Director de Recursos Humanos
500 Center Ave
Moorhead, MN 56560
Correo electrónico:
humanresources@ci.moorhead.mn.us
Teléfono: (218) 299-5179

Departamento de Transporte de Estados Unidos (USDOT)

Oficina de Derechos Civiles
1200 New Jersey Avenue, SE
Washington, DC 20590
Teléfono: (202) 366-4649
Fax: (202) 366-5575
TTY: (202) 366-9696

USDOJ: Raza, Color, Origen Nacional Quejas

Sección de Coordinación y Cumplimiento Federal
NWB
División de Derechos Civiles
Departamento de Justicia de EE. UU. (USDOJ)
950 Pennsylvania Avenue, N.W.
Washington, DC 20530
Teléfono: (888) 848-5306 (inglés y español)
(202) 307-2222 (voz)
(202) 307-2678 (TDD)
Correo electrónico: Ninguno publicado

USDOJ: Quejas ADA

Departamento de Justicia de EE. UU. (USDOJ)
950 Pennsylvania Avenue, NW
División de Derechos Civiles
Sección de Derechos de Personas Discapacitadas
1425 NYAV
Washington, DC 20530
Fax: (202) 307-1197
Correo electrónico: ADA.complaint@usdoj.gov
Línea de información de ADA: (800) 514-0301(voz) o
(800) 514-0383 (TTY)
Número de teléfono de la sección principal:
(202) 307-0663 (voz y TTY)

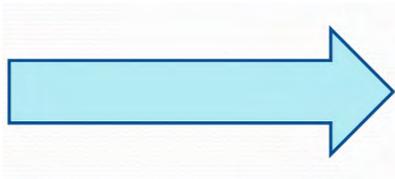
Minnesota DOT

Coordinador del Título VI
Oficina de Derechos Civiles
395 John Ireland Blvd.
St. Paul, MN 55155
Teléfono: (651) 366-3322
Correo electrónico: Jonica.Carr@state.mn.us

Title VI / ADA Training

Presented by Shaun Crowell, Mobility Manager

One Simple Concept...



Whenever Federal funds are involved, there are civil rights requirements that follow

Title VI

Title VI, Civil Rights Act of 1964

- ▶ 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 1963, President John F. Kennedy stated his case for making the Civil Rights Act, including Title VI, a reality.
- ▶ *"Simple justice requires that public funds, to which all taxpayers of all races, (colors, and national origins) contribute, not be spent in any fashion which encourages, entrenches, subsidizes or results in racial (color or national origin) discrimination."*

Key Aspects of Title VI

- ▶ To Whom does this apply?
- ▶ Title VI is a Federal law that applies to recipients and subrecipients of Federal financial assistance (e.g., States, local governments, transit providers), and not to the U.S. Department of Transportation (DOT) itself.
- ▶ Under Title VI, DOT has the responsibility to provide oversight of recipients and to enforce their compliance with Title VI, to ensure that recipients do not use DOT funds to subsidize discrimination based on race, color, or national origin.
- ▶ All recipients of FTA funds are required to have a Title VI program on file with the FTA
- ▶ Title VI prohibits retaliation if someone files a complaint.
- ▶ Retaliation is an action taken against somebody because they have either taken action or participated in an action or attempt to secure their rights.

Disparate Impact



Disparate Impact

- ▶ Sometimes there may be a disparate impact from a policy, but it won't be clear whether that result was intentional or not.
- ▶ For example, when a local department of transportation buys 20 buses and uses almost all of them in the nonminority side of town and places the old buses in the minority side of town. This might violate Title VI, as either intentional discrimination or because it results from a neutral policy that has an unjustified adverse effect.
- ▶ If there is no substantial reason for the action, and federal assistance is involved. There may be a Title VI violation.



Limited English Proficiency (LEP)

Limited English Proficiency (LEP)

- ▶ A Limited English Proficient (LEP) person has a first language other than English and a limited ability to read, speak, or understand English.
- ▶ Recipients of Federal financial assistance have an obligation to reduce language barriers that can preclude meaningful access by LEP persons to important benefits, rights, programs, information and services.
- ▶ National-origin discrimination may include discrimination based on an individual's country of birth, ancestry, or accent. It can also occur as a result of a person's inability to speak English.

The matbus.com website can be translated by using google translate.

The image shows a screenshot of the matbus.com website. On the left, the matbus logo is visible with the text 'Fargo-Moorhead metro'. Below it, a 'Route Maps & Schedules' section is partially visible. A Google Translate overlay is positioned in the center, showing a 'Select Language' dropdown menu with various languages listed. The main content area of the website is in Spanish, featuring a navigation menu on the left and a main article titled 'Conexión MATBUS'. The article includes a sub-header '¡La nueva y cómoda forma de pago!' and a bolded statement: 'MATBUS Connect está en vivo a partir del 4 de mayo de 2022.' The text describes the benefits of the Connect Card, app, and portal, and mentions the start of the service on May 4, 2022. A contact information section on the right provides the address of the GTC center and the phone number 701.232.7500.

Conexión MATBUS >

- [Preguntas frecuentes sobre conexión](#) >
- [Primeros pasos](#) >
- [Tarifas y pases](#) >
- [Cómo montar](#) >
- [Programa U-Pass](#) >
- [Desvíos](#) >
- [Rutas de desvío de nieve](#) >

Conexión MATBUS

¡La nueva y cómoda forma de pago!

MATBUS Connect está en vivo a partir del 4 de mayo de 2022.

¡Disfrute de una mayor libertad y seguridad con Connect Card, Connect Mobile App y Connect Portal! Con estas funciones, puede cargar dinero en su cuenta desde cualquier lugar, pagar en el autobús con su teléfono inteligente y proteger sus fondos en caso de pérdida o robo de su tarjeta.

MATBUS Connect se basa en una cuenta, lo que significa que puede cargar su tarjeta o aplicación con cualquier monto que elija, en lugar de pagar un pase mensual por adelantado. Su tarifa se deduce de su cuenta cada vez que viaja, con límites de pago diarios y de 31 días (límite de tarifa).

Visite nuestras páginas de [Introducción](#) y [Preguntas frecuentes](#) para

Información del contacto

Centro de transporte terrestre (GTC)
502 NP Ave
Fargo, ND 58102

Obtener direcciones >

701.232.7500

Horas de oficina

Lunes - Viernes: 6:00 am a 11:15 pm
Sábado: 7:00 am a



- ▶ The City of Fargo Transit currently utilizes the services of Language Link for Interpreter and translation needs.
- ▶ Employees may can call 1-888-338-7394 for interpreter services.

The Americans with Disabilities Act (ADA)



The Americans with Disabilities Act (ADA)

- ▶ The **Americans with Disabilities Act (ADA)** became law in 1990. The **ADA** is a civil rights law that prohibits discrimination against individuals with **disabilities** in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public.



The ADA and Public Transportation

- ▶ The **ADA** guarantees people with **disabilities** equal access to **public transportation**. This means that public transportation providers cannot refuse to provide you with **transportation** because you have a **disability**.
- ▶ The Americans with Disabilities Act (**ADA**) requires public transit agencies that provide fixed-route **service** to provide “**complementary paratransit**” service to people with disabilities who cannot use the fixed-route **bus** or rail **service** **independently** because of a disability.
- ▶ Transit opens doors to jobs, education, social connections and other opportunities.



Reasonable Modification

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. The shapes are primarily triangles and polygons, creating a dynamic, layered effect. The overall composition is clean and modern, with the text centered on a white background.

Reasonable Modification

- ▶ 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

Examples

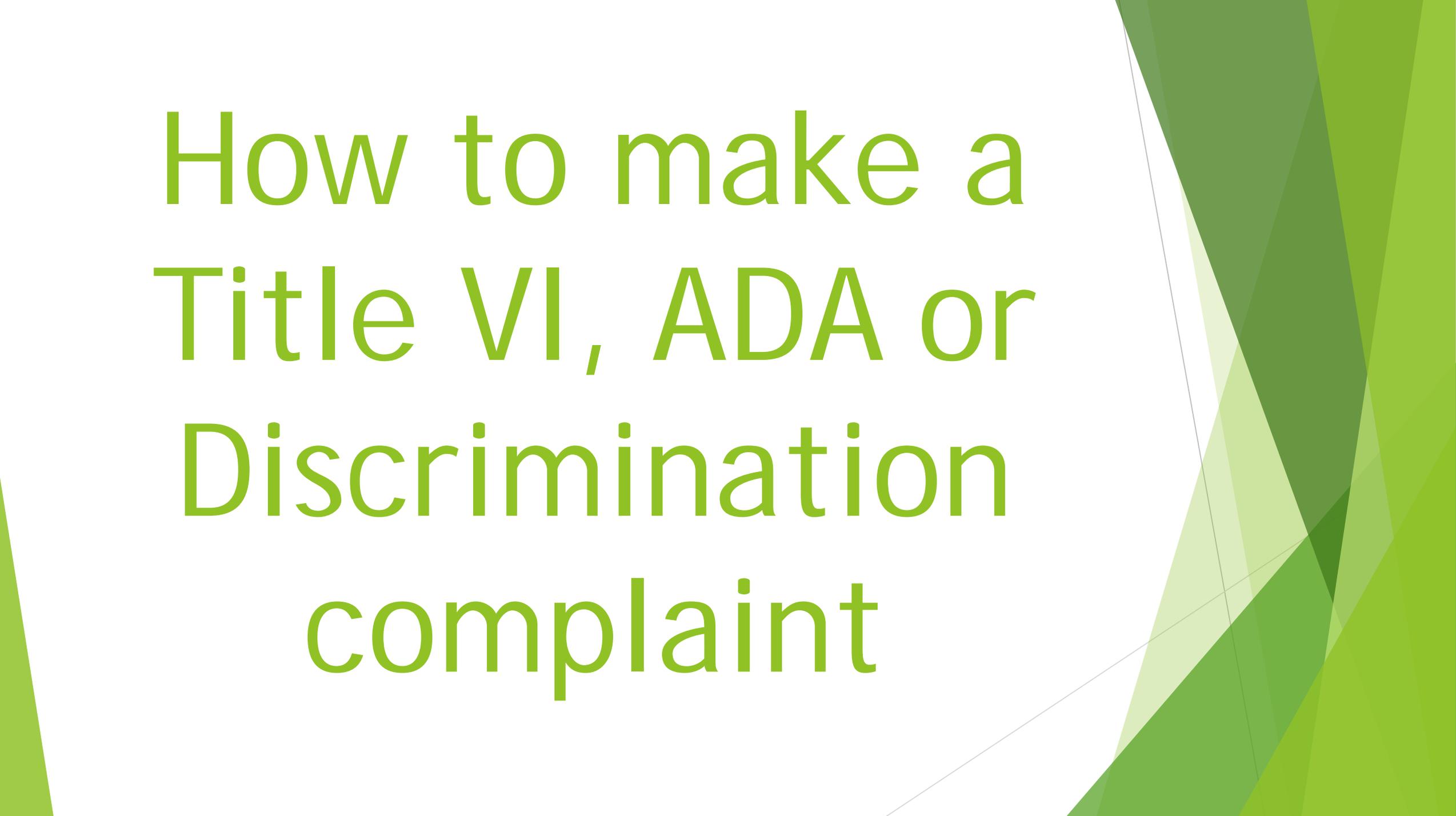
- ▶ • Have operator pull up a reasonable distance from obstructed bus stop
- Help rider with fare media
- Allow passenger with medical condition to eat/drink to avoid adverse health consequences
- Pick up at specific entrances
- Assist in extreme weather

What is not a Reasonable Modification?

- ▶ 1. Fundamental alteration of service (Operating outside service hours)
- ▶ 2. Direct threat to the health or safety of others (Exposing the vehicle to hazards)
- ▶ 3. Not needed by the requester to use the service (Requesting a specific driver)
- ▶ 4. Undue financial / administrative burden (Asking to not ride with a particular passenger)

To request reasonable modification

- ▶ Requests for reasonable modifications should be made through the contact us page on the website, or by calling our administration offices at 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.



How to make a Title VI, ADA or Discrimination complaint

How to make a Title VI, ADA or Discrimination Complaint

1. If someone wants 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 MATBUS:

There are many ways to file a complaint:

- a. Call the MATBUS Mobility Manager at (701) 241-8140 to request the complaint form be mailed.
 - b. Download the form at [matbus.com/Title VI](http://matbus.com/TitleVI)
 - c. Obtain a copy of the form at the Ground Transportation Center (GTC), 502 NP Ave, Fargo ND, 58102.
2. They may request the complaint form in an alternative format such as large print, audio file, alternate language or interpreter service.

Upon request, a team member will assist in filling out the complaint form. The form will require the complainant to identify themselves and give specific details about the complaint.

Discrimination Complaint Procedure

- ▶ Complaints are entered into the MATBUS Feedback system; under Feedback Type drop down, select Discrimination/ADA Complaint.

Feedback - New Item

Save Cancel Attach File

Feedback Information Customer Information Resolution Audit Log

Feedback Type / Injury / Discrimination or ADA / Safety Report
Injuries, Title VI or ADA Discrimination complaints must be reported to the on duty supervisor immediately.

Feedback Type Possible Injury

Discrimination / ADA Complaint No
 Yes

Assign To

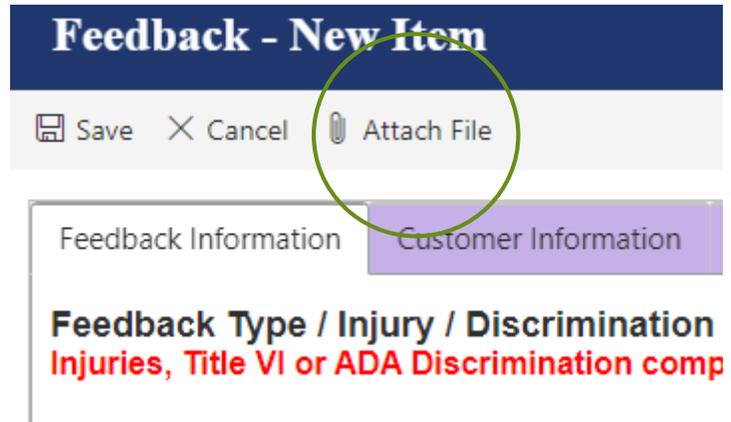
Mobility Manager

General feedback assignments are as follows:

Related to Operators: Contractor Management	Related to GTC: Heidi Benke
Related to policies: Leadership	Other: Use your discretion
Related to Route Requests or Bus Stops: Cole Swingen (Fargo) Taaren Haak (Moorhead)	

Discrimination Complaint Procedure

- ▶ The Title VI complaint form and other documents can be attached to the feedback form.



The image shows a screenshot of a web form titled "Feedback - New Item". The form has a dark blue header with the title in white. Below the header is a light gray bar containing three buttons: "Save" (with a floppy disk icon), "Cancel" (with an 'X' icon), and "Attach File" (with a paperclip icon). The "Attach File" button is circled in green. Below this bar are two tabs: "Feedback Information" and "Customer Information", with the latter being highlighted in purple. The main content area of the form displays the text "Feedback Type / Injury / Discrimination" in bold black font, followed by "Injuries, Title VI or ADA Discrimination comp" in red font.

Discrimination Complaint Procedure

- ▶ MATBUS will process complaints that are complete.
- ▶ MATBUS investigates complaints received no more than 180 days after the alleged incident.
- ▶ The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office within 10 business days.
- ▶ MATBUS has 90 days to investigate Title VI complaints and 30 days to investigate ADA complaints.
- ▶ If more information is needed to resolve the case, MATBUS 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, MATBUS 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, they 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 letter of finding (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.

Summary

- ▶ The ADA was passed in **1990**
- ▶ Title VI of the Civil Rights Act was passed in **1964**
- ▶ Title VI covers Race, Color, National Origin
- ▶ Whenever Federal funds are involved, there are civil rights requirements that follow
- ▶ A Limited English Proficiency person (LEP) is a person with a first language other than English.
- ▶ Transit Dispatchers have access to iSpeakCards to reduce language barriers for LEP persons.
- ▶ The **ADA** guarantees people with **disabilities** equal access to public transportation.
- ▶ MATBUS investigates complaints received no more than 180 days after the alleged incident.
- ▶ MATBUS has 90 days to investigate Title VI complaints.
- ▶ The matbus.com website can be translated by using google translate.
- ▶ Title VI prohibits retaliation.
- ▶ Disparate Impact is discrimination that is not a result of direct or intentional action.

Thank You!



Name: _____ Date: _____

Title VI and ADA Training Quiz

1. What year was the Americans with Disabilities Act passed?
a. 1990 b. 1991 c. 1996 d. 2001
2. What year was Title VI of the Civil Rights Act passed?
a. 1964 b. 1970 c. 1990 d. 2001
3. What does Title VI cover? (circle all that apply)
a. Race b. Color c. National Origin d. Age
4. Does Title VI prohibit Retaliation?
a. Yes b. No
5. MATBUS investigates complaints received no more than 180 days after the alleged incident.
a. True b. False
6. Is there a potential for discrimination if a Transit Agency purchases new buses and places all the old buses in a part of town with a large minority population?
a. Yes b. No
7. What does LEP stand for? (fill in the blanks)
L _____ E _____ Proficiency
8. MATBUS has 90 days to investigate a Title VI complaint:
a. True b. False
9. During an investigation, documentation can be attached to the feedback system:
a. True b. False
10. An LEP person has a first language other than English:
a. True b. False

Score _____/10 correct

Title VI/Civil Rights Training Completion and Understanding

I, _____ understand how to address Title VI and Civil Rights issues and will handle future issues according to the training I received. If I don't understand something related to Title VI, ADA, or Civil Rights or if I have any questions, I will reach out to the Mobility Manager for further clarification.

Sign: _____ Date: _____

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					
Allegation						
CY2014	None					
CY2015	None					
CY2016	None					
CY2017	None					
Complaint						
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 seats.	Unsubstantiated	Reply provided by email on 8/31/17 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 complaint (assumed disability due to medical issue). Complainant states that another passenger harassed him during an asthma attack, asking him to control 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 passenger; 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 Matthew 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	ND DOT determined MATBUS was not in violation of ADA or Title VI. Trained current and new staff on the complaint process and provided documentation to ND DOT.
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	ND DOT determined MATBUS was not in violation of ADA or Title VI. Trained current and new staff on the complaint process and provided documentation to ND DOT.
CY2020	None					
CY2021	None					
CY2022	None					
CY2023	None					
CY2024	4/2/2024, 4/4/2024	ND	Title VI	On April 3rd or April 4th 2024 a female bus driver in training driving route 18 from Walman's 5393 St. parking lot/ A&E location used the MAT Transit hydraulic system to target smart readers illegally placed into the plaintiff. The female bus driver used symbolic trade secrets to deliver virtual slaps to the plaintiff's face as the plaintiff flipped her hair or waved her hands. At the end of the trip the female bus driver purposely closed the door onto the body of the plaintiff and acted like it was an innocent gesture. Then the bus driver barely apologized. This female bus driver said she was soft spoken yet the female bus driver raised her voice as loud as possible when she was confused about a portion of the route, yet when the female bus driver closed the door on my arm she was quite loud as it was intentional. The bus driver acted recklessly because the bus driver is a human confidential source and instructed to behave in that way to break Title VI of the Civil Rights Act of 1964. The female bus driver acted recklessly because the route was Executive Level trade secrets to sustain my body (disfigured to match her own body which is obese, yet the plaintiff natural physique is slender athletic and extremely competitive. On the following day board the bus 18 toward downtown but at the GateCity A&E location, the same female bus driver was being monitored by a white obese woman and both women used trade secrets to target her DNA, expand the plaintiff's gym, make her look unattractive and used DoD trade secrets to drug and impact teeth, nails, hair and skin, additionally when the plaintiff tried to board the bus, the female bus driver refused to lower the bus. The plaintiff had gym weights which were heavy and it was obvious the plaintiff needed the bus lowered. The bus driver socked her teeth and lowered the bus and as she did the bus hydraulic system deliver enticement weapons or energy to activate illegal soft plastic into her body which allow or allowed the bus driver and her onboard supervisor to target her fib trade secrets.	Unsubstantiated	Followed procedure, responded in writing to complainant within 10 days that the complaint would be investigated. Once investigation was completed, sent closure letter to complainant. Complainant appealed with an additional information, informed complainant that the case was closed and they could make a complaint to other authorized agencies provided with the complaint form.
CY2024	4/11/2024	ND	Title VI	On April 11th 2024, while riding the route 20 bus towards Westlake Mall a white male bus driver targeted her the complainant because he was instructed to. He used the MAT bus to drive her grimas as well as the Farebox system. As such on April 11, 2024 at around 2:30 PM or a bit earlier, the complainant boarded route 20 across from the "High Rise" building. When she boarded she told the driver she had to look for her bus pass. The complainant rose her hands a way to inform the driver she would be paying her fare soon. Therefore, when the complainant found the bus pass, the complainant approached the fare box to pay the fare with a monthly pass, as she paid the fare the bus driver projected tremendous animosity at her. He (the bus driver) yelled at her for using the fare box while the bus was in motion. The male bus driver then removed one hand from the steering wheel to grab the complainant's eyes toward the yellow tape on the bus floor. The complainant said nothing but took a seat and did not return to the fare box, but sat quietly patiently to arrive at her West Lake Mall location when she could not her first day at work. He (the bus driver) gave the complainant an envious and begrudging her and lecture her on the importance of abiding by rules which the complainant already did. The bus driver acted like the passenger/complainant didn't understand English and lacked comprehension skills. The complainant gave you explained once and understood it a million times, the complainant said that the bus driver had an anger management problem, but the bus driver was using trade secrets to target her DNA at the same time. Then the bus driver demanded the complainant deboard the bus. The complainant pleaded she needed to get to work then the bus driver insisted she listened to him. The complainant then said the white bus driver was projecting whiteness to impose this authority onto her to get her full attention on a rule she began to immediately comply with. The white bus driver threatened to call police if the complainant refused to deboard. The plaintiff state the bus driver was racist; the plaintiff stated she had no idea where the bus driver was deboarding her and to allow her to remain on the bus, the white bus driver dropped her off <u>before the front of a white christian church and a place full of big dogs.</u>	Unsubstantiated	Followed procedure, responded in writing to complainant within 10 days that the complaint would be investigated. Once investigation was completed, sent closure letter to complainant. Complainant appealed with an additional information, informed complainant that the case was closed and they could make a complaint to other authorized agencies provided with the complaint form.
CY2024	4/11/2024	ND	Title VI	10:30 on Tuesday 4/9/24 Got off Route 14 bus 4171 Left CTC at 8:45 AM took to Escentia Hospital, driver completely ignored me on three separate occasions in favor of an African America woman in a scooter, even though he has a walker, the first time he ignored me was when we were both waiting there he walked past him without saying anything to me, he had to ask the woman what the driver was going to do, the driver did not realize he had to board there was some issue of the driver getting out the way after getting her situated, then after the driver released the hooks for her the driver completed obstructed his ability to exit the bus, he had to say excuse me rather loudly to exit the bus. He reminded the driver there were two of them and then the driver gave him a dirty look. I believe his actions were discriminatory in favoring her, and whether the driver has a personal problem with him he neither knows or cares. His actions do not fit in the guidelines for a formal complaint. I expect to be investigated fully and punitive actions taken against the driver at least in the form of a reprimand reminding him his obligations to be courteous and professional extend to all passengers and not just to females in scooters or females of different ethnicities.	Unsubstantiated	Followed procedure, responded in writing to complainant within 10 days that the complaint would be investigated. Once investigation was completed, sent closure letter to complainant.
CY2025	8/5/2025	ND	Title VI		Unsubstantiated	

Attachment C

MATBUS Title VI Public Participation Plan

Title VI Coordinator

Shaun Crowell – Mobility Manager

Reviewed/Updated 10-12-20, 12-10-21, 9-7-22, 1-23-24, 3-4-24, 7-14-25

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.

Transit staff 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

Shaun Crowell

From: MATBUS <workshop@matbus.com>
Sent: Tuesday, April 26, 2022 8:12 AM
To: Shaun Crowell
Subject: April 28, 2022 Travel Trainer Workshop

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

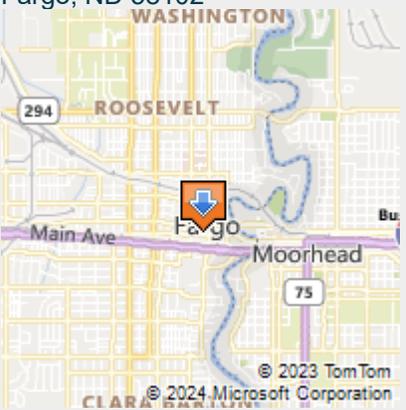
Having trouble viewing this email? [Click here](#)



April 28th 2022 Travel Trainer Workshop

When
Thursday, April 28, 2022 from
9:00 AM to 12:00 PM CDT
[Add to Calendar](#)

Where
Ground Transportation Center (GTC)
502 NP Ave.
Fargo, ND 58102



[Driving Directions](#)

Dear Shaun,

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™ scrowell@matbus.com](#)

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Sent by [workshop@matbus.com](#) powered by



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Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Wednesday, November 9, 2022 9:00 AM
To: Shaun Crowell
Subject: MATBUS Rider Alert: Homeless Veterans Stand Down

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Homeless Veterans Stand Down Tuesday, November 15, 2022 VA Community Resource & Referral Center

Free Rides to Homeless Veterans Stand Down

There will be free MATBUS fixed route rides for veterans on Tuesday, November 15, for the Homeless Veterans Stand Down.

Veterans must present a military or Veteran ID to the driver to get the free ride. Not Valid on Paratransit.

Homeless Veterans Stand Down

November 15, 2022

10 a.m. to 2 p.m.

**At the Fargo VA's
Community Resource & Referral Center
721 1st Ave. N., Fargo**

Services Available:

**Veterans Justice Outreach
Housing Resources
Resource Referral
Employment Referral
VA Eligibility Screening
VA Claims Assistance
Flu Shots
Haircuts**

**Free MATBUS fixed route rides for Veterans
on the day of the Stand Down with Military ID.**

**For more information, contact Sara Wiederholt at (701) 461-7330 ext. 7421
or Caitlin Mitchell at (701) 461-7330 ext. 7425.**



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

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Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Tuesday, November 22, 2022 4:05 PM
To: Shaun Crowell
Subject: MATBUS Rider Alert: Route 15 - Increased frequency during the holidays - Nov 25 - Dec 31

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Route 15 - additional service/Increased frequency Nov 25 - Dec 31

During this holiday season, Nov 25 - Dec 31, Route 15 will have increased route frequency.

Monday - Friday Route 15 will be leaving the GTC every 15 minutes from 10:00am until 5:45pm.

Saturday - Route 15 will be leaving the GTC at :15, :30, and :45 after the hour from 10:15am until 5:45 pm.



15

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

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
6:15	6:18	6:19	6:21	6:24	6:26	6:35	6:38	6:41	6:20	6:24	6:33	6:34	6:36
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
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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
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4:30	4:33	4:34	4:36	4:39	4:41	4:50	4:53	4:56	5:05	5:09	5:18	5:19	5:21
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
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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

Shaded areas do not run on Saturdays.

Evening service runs every 30 minutes.



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Sent by transit@matbus.com powered by



Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Monday, December 26, 2022 7:00 AM
To: Shaun Crowell
Subject: MATBUS Rider Alert: Fargo service & route changes starting January 9, 2023, route 15, 18, 20, & 32.

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



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Fargo service & route changes starting January 9, 2023, route 15, 18, 20, & 32.

Service and route changes beginning January 9, 2023

Increased route frequency

Route 13 will have an additional bus running, Monday – Saturday, which will depart the GTC :45 after the hour from 6:45am-8:45pm Monday – Friday and 7:45am-8:45pm Saturdays.

Route 15 will continue to have an additional bus, Monday - Friday route 15 will be departing the GTC every 15 minutes from 10:00am until 5:45pm.

Route changes

Due to frequent late trips and the inability to meet our on-time performance standards, we will be implementing time saving changes on routes 15, 18, and 20. The following changes were made with two goals in mind, to keep routes on time and to affect the fewest number of riders as possible. The decision to make these changes was based on the analysis of on-time performance data, ridership per bus stop data, and driver feedback. On December 12, 2022, The City Commission voted 5-0 to approve the proposed changes to the four designated routes, effective January 9, 2023.

Route 15

After leaving Walmart route 15 will take 13th Ave S to West Acres and will no longer service bus stops on 15th Ave S. The 15th Ave S bus stops will still be serviced by route 20.

Three low ridership bus stops and one hazardous bus stop on 13th Ave S will be removed, 13th Ave S & 34th/33rd St S (Midblock South), 13th Ave S & Page Dr. (Corner NE), 13th Ave S & Page Dr. (Corner SW), 13th Ave S & 15th St S (Corner SW).

These changes will reduce overall route length and minimize the number of times the bus has to stop.



Route 18

Route 18 will no longer enter Microsoft campus, instead there will be a bus stop at the end of the driveway on 42nd St. S.

Route 18 will now have bus stops on 51st Ave S & 38th St. S, near Essentia 52nd Ave Clinic & Aldi.

When returning north from 52nd Ave Walmart the route will turn north on 47th St. S instead of continuing west on 44th Ave S.



Route 20

Route 20 will now service the West Fargo Public Library.

Route 20 will only service South East Human Services while travelling east.

Route 20 will no longer stop at West Acres mid route. Riders who wish to transfer to route 15 can do so at the 13th Ave S Wendy's shelter or stay on the route until it ends at West Acres. Drivers will announce the transfer point.



Route 32

Route 32 will utilize University Dr. N & 10th St N to avoid narrow streets and hazardous winter conditions.

Route 32 will no longer serve the 17th Ave N & 12th St N bus stop.



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

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Try email marketing for free today!

Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Friday, February 24, 2023 3:02 PM
To: Shaun Crowell
Subject: MATBUS Rider Alert: Public Hearing Notice - Proposed Projects & Budget

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



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

[Unsubscribe scrowell@matbus.com](mailto:scrowell@matbus.com)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by transit@matbus.com powered by



Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Monday, March 27, 2023 10:39 AM
To: Shaun Crowell
Subject: Rider Alert: March 27, 2023 - Route 18 - 5th Ave S Detour

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



March 27, 2023 - Route 18 - 5th Ave S Detour

Due to the closure of 5th Ave S for a private sewer service repair, Route 18 will be detoured. The repair is expected to take 4 days.

Inbound: Route 18 will turn N onto 18th St S, east onto 4th Ave S, south onto 16th St S, and east onto 5th Ave S, back on route.

Grey bus stops cannot be serviced during this detour. Riders can request pick-up or drop-off at a safe location along the detour section of the route.

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

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Sent by transit@matbus.com powered by



Shaun Crowell

From: MATBUS <workshop@matbus.com>
Sent: Monday, April 17, 2023 10:46 AM
To: Shaun Crowell
Subject: April 20 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.

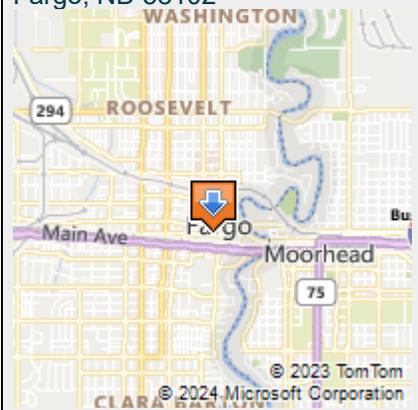
Having trouble viewing this email? [Click here](#)



April 20, 2023 Travel Trainer Workshop

When
Thursday, April 20, 2023 from
9:00 AM to 12:00 PM CDT
[Add to Calendar](#)

Where
Ground Transportation Center (GTC)
502 NP Ave.
Fargo, ND 58102



[Driving Directions](#)

Dear Shaun,

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™ scrowell@matbus.com](#)

[Update Profile](#) | [Customer Contact Data Notice](#)

Sent by [workshop@matbus.com](#) powered by



Try email marketing for free today!

Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Friday, May 12, 2023 9:01 AM
To: Shaun Crowell
Subject: Rider Alert: May 15, 2023 - Fargo Marathon Cyclothon - Route 13 detour

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



May 15, 2023 - Fargo Marathon Cyclothon - Route 13 detour

Due to the Fargo Marathon Cyclothon on Monday, May 15, Route 13 will be detoured from 6:15pm until 8:15pm.

Inbound detour: Route 13 will continue south on 12th St. N, turn west onto 21st Ave N, then turn south onto N University Dr. back on route.

Grey bus stops and shelters cannot be serviced during the detour. Riders can request pick-up and drop-off at any safe location along the detour path.

Route 13



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

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[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by transit@matbus.com powered by



Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Friday, April 26, 2024 4:03 PM
To: Shaun Crowell
Subject: Rider Alert: 04/29/24 - Route 18 Detour - 5th Ave S closure

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



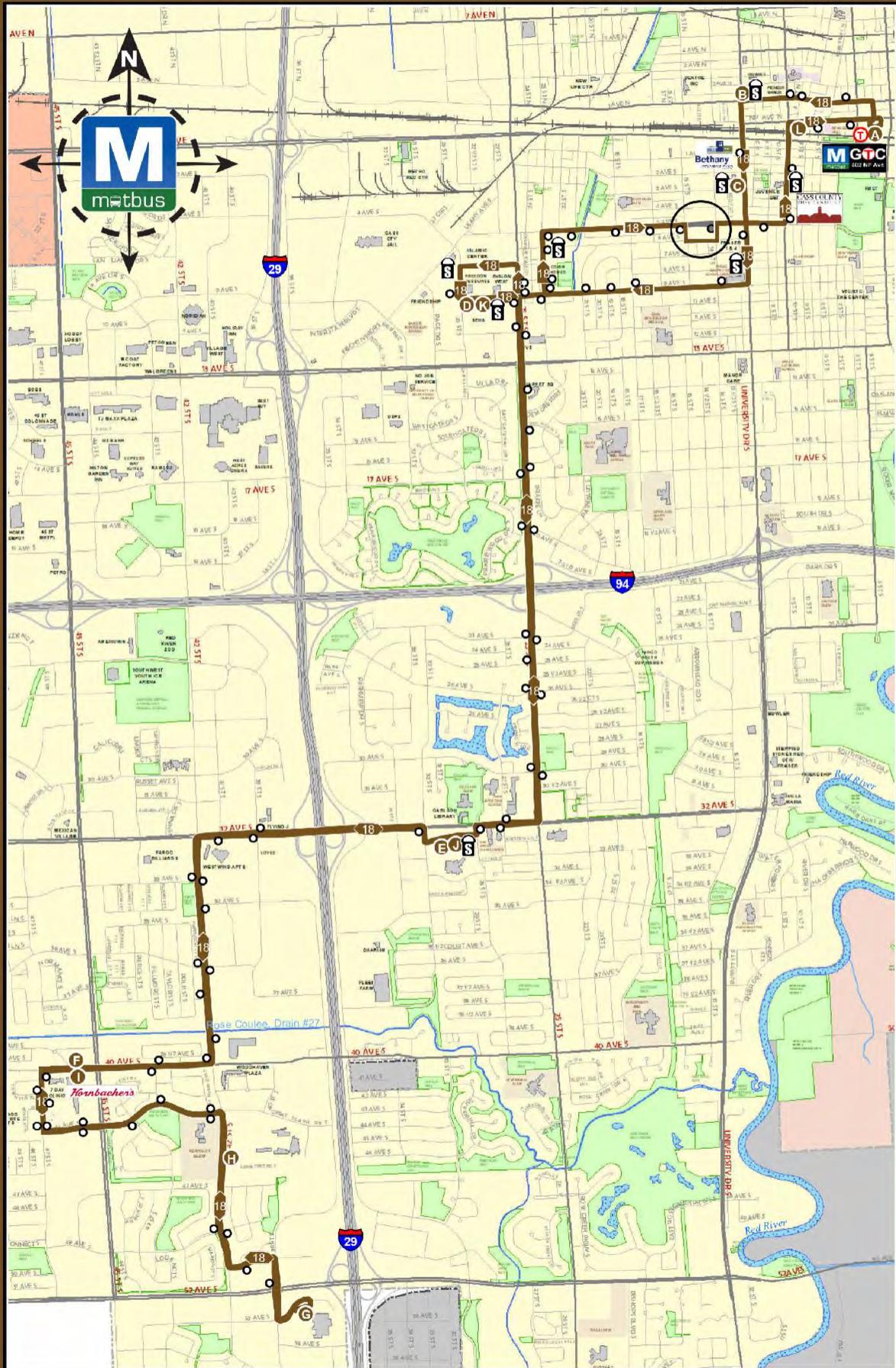
04/29/24 - Route 18 Detour - 5th Ave S closure

Due to a road closure on 5th Ave S, Route 18 will be detoured beginning Monday, April 29. The road closure is expected to last 1 day.

Inbound 5th Ave S Detour: Route 18 will turn south on 15th St. S, east on 6th Ave S, north on 14th St. S, east onto 5th Ave S, back on route.

Riders can request pick-up or drop-off at any safe intersection along the route detour path. When waiting to board, be sure to wave to the approaching bus to get the attention of the driver. Grey bus stops cannot be serviced during this detour. Detours are subject to change, check the website each day before your trip.

Route 18





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

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[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by transit@matbus.com powered by



Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Tuesday, May 28, 2024 12:55 PM
To: Shaun Crowell
Subject: Join us at our next event

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



Jun 13

June 13 2024 Travel Trainer Workshop

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.



Ground Transportation Center (GTC)
502 NP Ave., Fargo, ND 58102

[View on map](#)



Jun 13, 2024 09:00am - Jun 13, 2024 12:00pm

Add to [Google](#) · [Outlook](#) · [Yahoo](#)

Register

[Decline](#)

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

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)



Try email marketing for free today!

Shaun Crowell

From: MATBUS <transit@matbus.com>
Sent: Friday, July 12, 2024 3:00 PM
To: Shaun Crowell
Subject: Rider Alert: July 17-20 - Downtown Street Fair Detours - Routes 11, 13, 14, 15, 17, & 18

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



Rider Alert: July 17-20 - Downtown Street Fair Detours - Routes 11, 13, 14, 15, 17, & 18

Due to the Downtown Fargo Street Fair, Route 11 will be detoured July 17-20.

Outbound Detour: Route 11 will turn east onto 4th Ave N, north onto 4th St. N, west onto 7th Ave N, then turn north onto Broadway, back on route.

Inbound Detour: Reverse of Outbound.

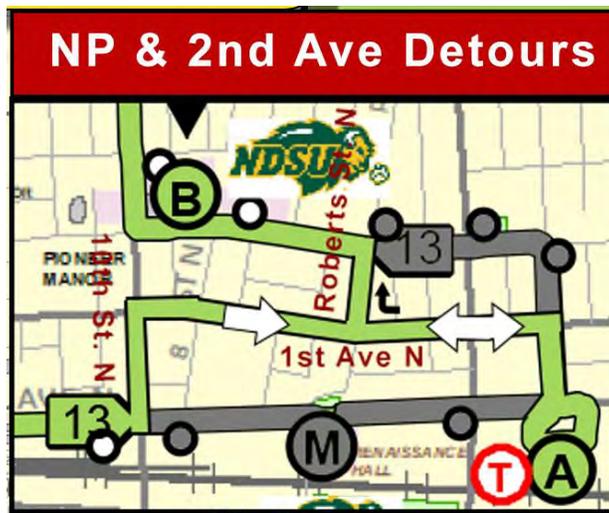
****Riders can request pick-up or drop-off at any safe intersection along the route detour path. Grey bus stops cannot be serviced during this detour. Detours are subject to change, check the website each day before your trip.****



Due to the Downtown Fargo Street Fair, Route 13 will be detoured July 17-20.

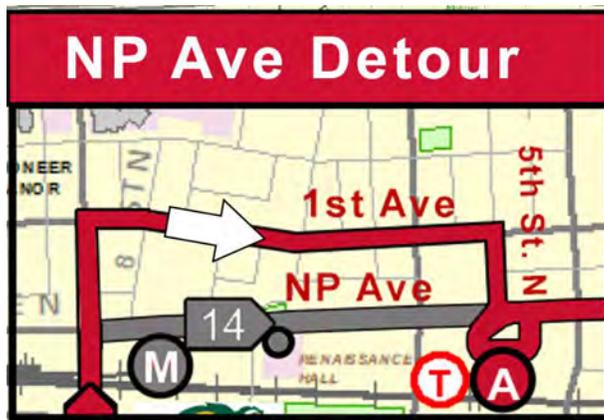
Outbound Detour: Route 13 will turn west onto 1st Ave N, turn north onto Roberts St. N, then turn west onto 2nd Ave N, back on route.

Inbound Detour: Route 13 will turn north onto 10th St. N, east onto 1st Ave N, then turn south onto 5th St. N.



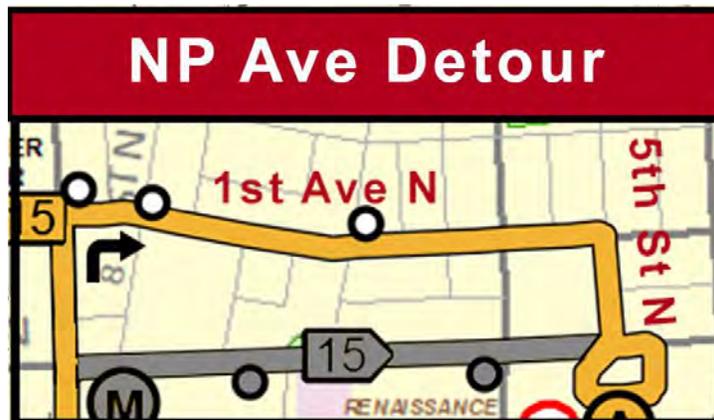
Due to the Downtown Fargo Street Fair, Route 14 will be detoured July 17-20.

Inbound Detour: Route 14 will continue north on 10th St. N, turn east onto 1st Ave N, then turn south onto 5th St. N.



Due to the Downtown Fargo Street Fair, Route 15 will be detoured July 17-20.

Inbound Detour: Route 15 will continue north on 10th St. N, turn east onto 1st Ave N, then turn south onto 5th St. N.



Due to the Downtown Fargo Street Fair, Route 17 will be detoured July 17-20.

Outbound Detour: Route 17 will turn west onto 1st Ave N, turn north onto Roberts St. N, then turn west onto 2nd Ave N, back on route.

Inbound Detour: Reverse of Outbound

Downtown Street Fair Detour



Due to the Downtown Fargo Street Fair, Route 18 will be detoured July 17-20.

Inbound Detour: Route 18 will continue north on 10th St. N, turn east onto 1st Ave N, then turn south onto 5th St. N.

NP Ave Detour

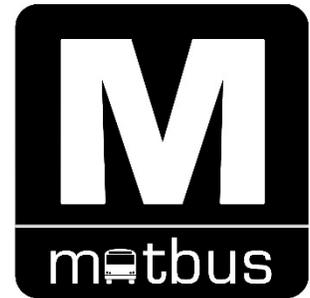


MATBUS | 650 23rd St N | Fargo, ND 58102 US

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Try email marketing for free today!



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

Additional letters were sent out in 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

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



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



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

Archivo Tamaño Tipo

[Cómo montar la transcripción del vídeo](#) 214,00 KB DOC

[Folleto de cómo viajar](#) 1,25MB PDF

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.



Fargo



Moorhead



NDSU



LinkFM

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.



11 GTC, Sanford, Washington Elementary, VA Hospital, Hornbacher's, Fargo North High								
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
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](#).

Attachment D

TITLE: Limited English Proficiency (Plan for the provision
Of Services to Persons with Limited English
Proficiency) LEP

PAGE

1 of 3

DATE: Updated 5/14/2024

I. POLICY

The City of Fargo Transit 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 LEP/ADA Coordinator of their needs at least five working days prior to the event.

The City of Fargo Transit ADA Coordinator, Shaun Crowell is located at the Metro Transit Garage 650 23rd St. N. Fargo, ND 58102.

The City of Fargo ADA Coordinator, Bekki Majerus is located in the Buildings and Ground Department, City Hall, 225 4th St. N. Fargo ND 58102 and can be reached by phone at (701) 476-4064. The City also recognizes the responsibility to serve fairly and equally all eligible residents of the City of Fargo.

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 FARGO'S OBLIGATION TO PROVIDE LEP SERVICES

The City of Fargo Transit 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.
- Currently the City of Fargo provides transit brochures and route information in Spanish when requested and will continue to strive forward to provide needed information for all English as a Second Language individuals as needed.
- Language Link will assist the City of Fargo Transit 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 Fargo Transit determines that LEP services are to be provided to enable access to City services and/or programs, it will be the responsibility of the City of Fargo Transit to pay for translation services and not the person requesting such service. It is impossible to provide brochures or interpreters for the City in every language needed on a regular basis, but every effort will be made to meet language translation needs.
- Staff reviewed the most recent data from United States Census Bureau and determined 9.5% of the population speak a language other than English. 5,365 have limited English proficiency; that is, they speak English “less than very well.” It is believed that, given Fargo’s role as a refugee settlement community, the numbers of persons speaking English “less than very well” are often higher than reported by the Census. (Statistics referenced from data included in the MATBUS LAP)
- 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 City 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.
- Although there is a low percentage of LEP individuals in the City service area, that is, persons who speak English “less than very well”, we will strive to offer the following measures: The City staff will take reasonable steps to provide the opportunity for meaningful access to LEP clients who have difficulty communicating English. The following resources will be made available to accommodate LEP persons:
 - Paid interpreters for many world languages are available through Language Link.
- How City of Fargo Transit 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.

- City of Fargo Transit staff will be provided with “I Speak” cards to assist in identifying the language interpretation needed if the occasion arises.
- City of Fargo Transit staff will be informally surveyed periodically on their experience concerning any contacts with LEP persons during the previous year. This is typically done when doing the annual Title VI/ADA training.
- When the City of Fargo Transit sponsors an informational meeting or event, 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.

Revised: December 17, 2009

Revised: March 30, 2010

Revised: January 21, 2011

Revised: November 1, 2016

Revised: January 4, 2022

Reviewed/Updated: September 7, 2022

Reviewed/Updated: March 20, 2024

Reviewed/Updated: May 14, 2024

Reviewed/Updated: September 9, 2024

Attachment E

Language Access Plan (LAP) for MATBUS

Plan reviewed/updated:
3/24/22, 9/7/22, 1/23/24, 9/9/24, 7/14/25

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.

MATBUS employees have limited 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 needs. Employees may call 1-888-338-7394, enter the account number, and select the language they need and interpreter for.

Vital Documents

We have translated our vital documents into Spanish and Somali, and have the certification from Language Link. The two documents are the Public Notice of Non-Discrimination, and the Title VI/ADA Discrimination complaint form. 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.

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.

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 Language Link at 1-888-338-7394

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.

Attachment F

FARGO CITY COMMISSION AGENDA
Tuesday, September 2, 2025 - 5:00 p.m.

City Commission meetings are broadcast live on TV Fargo Channel 56 and online at www.FargoND.gov/Streaming. They are rebroadcast Mondays at 5:00 p.m., Thursdays at 7:00 p.m. and Saturdays at 8:00 a.m. They are also included in the video archive at www.FargoND.gov/CityCommission.

- A. Pledge of Allegiance.
- B. Roll Call.
- C. Approve Order of Agenda.
- D. Minutes (Regular Meeting, August 18, 2025 and Special Meeting, August 27, 2025).

CONSENT AGENDA – APPROVE THE FOLLOWING:

- 1. 1st reading of an Ordinance Amending Sections 25-1506, 25-1507 and 25-1508 of Article 25-15 of Chapter 25 of the Fargo Municipal Code Relating to Licensing and Regulating Businesses and Trades.
- 2. 1st reading of an Ordinance Amending Section 2-0202 of Article 2-02 of Chapter 2 of the Fargo Municipal Code Relating to Election Dates.
- 3. 1st reading of an Ordinance Amending Section 2-0205 of Article 2-02 of Chapter 2 of the Fargo Municipal Code Relating to Election Procedures.
- 4. 2nd reading, waive reading and final adoption of an Ordinance Amending Sections 12-0306, 12-0308, 12-0310, 12-0311 and 12-0314 of Article 12-03 of Chapter 12 of the Fargo Municipal Code Relating to Domestic Fowl, Wild Birds and Pets; 1st reading, 8/18/25.
- 5. Applications for Games of Chance:
 - a. Fargo Davies High School for a raffle on 9/4/25-10/30/25.
 - b. NDAWWA Water for People Committee for a raffle on 10/15/25.
- 6. Consolidated Agreement for Special Improvements with Dakota Commerce Center 5, LLC (Improvement District Nos. BN-23-F1 and BN-25-C1).
- 7. Developer Agreement with County 20 Storage & Transfer, Inc. for 46th Avenue Industrial Park Second Addition.
- 8. Developer Agreement with GBP, LLC for Valley View Twelfth Addition.
- 9. Bid award to Dakota Underground Company Inc. in the amount of \$8,585,918.81 for Improvement District No. BN-25-C1.
- 10. Create Improvement District No. BN-26-A and adopt Resolution of Necessity (New Paving and Utility Construction).
- 11. Change Order No. 1 in the amount of \$91,738.00 for Project No. SR-25-A1.

12. Change Order No. 1 for a time extension to the Substantial and Final Completion Dates of 10/31/2025 and 11/30/2025 for Project No. UR-24-C1.
13. Final Balancing Change Order No. 1 in the amount of \$4,335.00 for Project No. ER-24-C1.
14. Bid award in the amount of \$13,860.00 and Agreement with Limble Solutions, Inc. for a computer maintenance management system (RFP25176).
15. Twelfth Amended Lease Agreement with North Dakota State University and Fargo Dome Authority.
16. Items from the FAHR Meeting:
 - a. Receive and file Sales Tax update.
 - b. Receive and file General Fund – Budget to Actual through 6/30/25.
 - c. Receive and file General Fund – Budget to Actual through 7/31/25.
 - d. Receive and file General Fund – 2025 Year End Projections through 6/30/25.
 - e. Independent Auditor’s report and the City’s Annual Comprehensive Financial Report for the year ending 12/31/24.
 - f. Reallocation of \$279,274.00 from the approved 2025 Public Safety Sales Tax plan to the Public Safety Sales Tax Reserve and to approve the timing adjustments of promotions and hiring as presented.
17. Request for out-of-grade pay for Archie Ingersoll and Brian Sellin effective 8/18/25.
18. Bid award to Safety-Kleen Systems in the amount of \$72,475.60 for Central Garage lubricating oil products (RFP25210).
19. Direct the City Attorney’s Office to work with the Public Works Department to review and update Article 8-1009 – Night Parking Restrictions.
20. Solid Waste Management Agreement for Private Haulers with Fuchs Sanitation.
21. Submission of the City of Fargo Transit Policy of Title VI Civil Rights Program to the Federal Transit Administration.
22. ND Department of Transportation Amendment to Contract No. 38231169 for additional transit capital funds (CFDA #20.526).
23. Written Renewal of Contract with Ambassador Inc. d/b/a Ambassador Cleaning.
24. Agreement for Transit Services and 2025-2026 Amendments to Joint Powers Agreement for Transit Support with North Dakota State University.
25. Change Order No. 1 in the amount of \$146,458.00 for Project No. WA2255.
26. Change Order No. 1 in the amount of \$13,981.35 and time extensions to the substantial completion dates to 9/15/25 and 12/1/25 and the final completion date to 12/31/25 for Project No. WW2005.
27. Task Order No. 15 with AE2S in the amount of \$136,400.00 for Project No. WW2352.
28. Bills.

REGULAR AGENDA:

PUBLIC HEARINGS - 5:05 pm:

29. **PUBLIC HEARING** – Special Assessments for Skyway Maintenance Fees.
30. **PUBLIC HEARING** – Special Assessments for Nuisance Abatement Fees - Snow Removal.
31. **PUBLIC HEARING** – Special Assessments for Unpaid Utilities.
32. **PUBLIC HEARING** – Application for the transfer of ownership for a Class “F” Alcoholic Beverage License for La Fiesta Mexican & American Grill, LLC d/b/a Casa Mexico Taqueria Express located at 2511 Kristen Lane South.
33. **PUBLIC HEARING** – Brekke 64th Avenue Addition (1606 and 1648 64th Avenue South); approval recommended by the Planning Commission on 4/1/25:
 - a. Zoning Change from SR-2, Single-Dwelling Residential to SR-4, Single-Dwelling Residential.
 - b. 1st reading of rezoning Ordinance.
 - c. Plat of Brekke 64th Avenue Addition.
34. **PUBLIC HEARING** – Hearing on proposed increase in passenger fares and fare structure adjustments for MATBUS fixed routes and paratransit, effective January 1, 2026.
35. **PUBLIC HEARING** – Permanent Route and Service Changes for MATBUS.
36. **PUBLIC HEARING** – Hearing on a dangerous building located at 1202-1204 1st Avenue South and 103, 105 and 105 1/2 12th Street South.
37. Recommendation to deny the extension request for the dangerous building located at 1102 1st Avenue South.
38. Update on the Communications Department.
39. Construction Update.
40. Recommendation for appointments to the Native American Commission.
41. Liaison Commissioner Assignment Updates.
42. **RESIDENT COMMENTS (Fargo residents will be offered 2.5 minutes for comment with a maximum of 30 minutes total for all resident comments. Residents who would like to address the Commission, whether virtually or in person, must sign-up at FargoND.gov/VirtualCommission).**

People with disabilities who plan to attend the meeting and need special accommodations should contact the Commission Office at 701.241.1310 at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo website at www.FargoND.gov/CityCommission.

Attachment G

Service Standards for Transit Providers

Vehicle Load

The vehicle load for each vehicle shall not exceed its respective capacity.

Fixed Route Fleet

1174: New Flyer Low Floor 29 seated+36 standing - 2 wheelchair with loss of 9 seats

1184, 1185, 1186, 1187, 1188: New Flyer Low Floor 29 seated+36 standing - 2 wheelchair with loss of 9 seats

1195, 1196, 1197, 1198, 1199: New Flyer Low Floor 29 seated+36 standing - 2 wheelchair with loss of 9 seats

1200, 1201: New Flyer Low Floor 29 seated+36 standing - 2 wheelchair with loss of 9 seats

1220, 1221, 1222, 1223: New Flyer Xcelsior 39 seated+41 standing - 2 Wheelchair with loss of 8 seats

4151, 4152: New Flyer Xcelsior 38 seated+41 standing - 2 Wheelchair with loss of 6 seats

4171, 4172: New Flyer Xcelsior 31 seated+33 standing - 2 wheelchair with loss of 7 seats

4181, 4182, 4183, 4184, 4185, 4186, 4187: Xcelsior 31 seated+33 standing - 2 wheelchair with loss of 7 seats

4241, 4242, 4243, 4244, 4245, 4247, 4248, 4249 New Flyer 35XD 32 seated + 33 standing – 2 wheelchairs with loss of 6 seats

Paratransit Fleet

8171, 8172: Ford E-450 14 Seats + Driver, 4 Wheelchair

8201 : FordE450 12 Seats + Driver, 3 Wheelchairs

8202: Ford Transit 350 10 Seats

8212, 8213: Ford E450 10 Seats + Driver, 3 Wheelchairs

8231, 8232, 8233, 8234: Elkhart ECII 10 Seats + Driver, 3 Wheelchairs

8241, 8242, 8243: Ford Transit 350 10 Seats + Driver, 1 Wheelchair

Vehicle Headway

Vehicle Headway for each route is as follows:

Route 11 Monday - Friday: 30 minutes
 Saturday: 30 minutes

Route 13	Monday - Friday: 30 minutes Saturday: 30 minutes
Route 13U	Monday - Friday: 30 minutes
Route 14	Monday - Friday: 30 minutes Saturday: 30 minutes
Route 15	Monday - Friday: 15 minutes (Evening service runs every 30 minutes) Saturday: 30 minutes
Route 16	Monday - Friday: 60 minutes Saturday: 60 minutes
Route 17	Monday - Friday: 60 minutes Saturday: 60 minutes
Route 18	Monday - Friday: 60 minutes Saturday: 60 minutes
Route 20	Monday - Friday: 60 minutes Saturday: 60 minutes
Route 24	Monday - Friday: 60 minutes Saturday: 60 minutes
Route 31	Monday - Friday: 20 minutes
Route 33	Monday - Friday: 10 minutes
Route 34	Monday - Friday: 20 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 Operations Reports

Service Availability

Passengers may board or deboard the vehicle at any corner or T intersection along a route 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. Stop locations are specifically signed.

Attachment H

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, seating and vending machines), 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 1994 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 vehicle in the fleet are low floor with wheelchair ramps, and operate with climate control and automated announcements.

Attachment I

Submission of annual certifications and assurances: Please refer to the most recent certifications and assurance on TrAMS.

Attachment J

RACE

Note: This is a modified view of the original table produced by the U.S. Census Bureau. This download or printed version may have missing information from the original table.

Label	Fargo city, North Dakota		Fargo, ND-MN Metro Area	
	Estimate	Margin of Error	Estimate	Margin of Error
▼ Total:	125,040	±2,398	245,471	*****
White alone	104,856	±3,391	213,859	±841
Black or African American alone	9,867	±2,382	14,981	±570
American Indian and Alaska Native alone	1,840	±900	3,546	±1,038
Asian alone	5,410	±1,005	7,426	±588
Native Hawaiian and Other Pacific Islander alone	0	±161	0	±198
Some other race alone	451	±410	875	±466
▼ Two or more races:	2,616	±981	4,784	±1,408
Two races including Some other race	0	±161	114	±144
Two races excluding Some other race, and three or more races	2,616	±981	4,670	±1,361

Language Spoken at Home

11.1% ± 2.0%

Language Other Than English Spoken at Home in Fargo city, North Dakota

7.1% ± 0.6%

Language Other Than English Spoken at Home in North Dakota

S1601 | 2022 American Community Survey 1-Year Estimates

Types of Language Spoken at Home

in Fargo city, North Dakota

[Share / Embed](#)

English only - 88.9%

Spanish - 1.8%

Other Indo-European languages - 3.8%

Asian and Pacific Islander languages - 2.0%

Other languages - 3.4%

0% 10% 20% 30% 40% 50% 60% 70% 80% 90%

Show Table Display Margin of Error

S1601 | 2022 American Community Survey 1-Year Estimates



11

GTC, Sanford, VA Hospital,
Hornbacher's, Fargo North

GTC Sanford Shelter East VA Hospital Shelter Gate City Bank Shelter Fargo North High School Sanford Shelter West

T A **B** **C** **D** **E** **F** **T A**

Shaded areas do not run on Saturdays.

6:15	6:18	6:27	6:28	6:29	6:32	6:40
6:45	6:48	6:57	6:58	6:59	7:02	7:10
7:15	7:18	7:27	7:28	7:29	7:32	7:40
7:45	7:48	7:57	7:58	7:59	8:02	8:10
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11:45	11:48	11:57	11:58	11:59	12:02	12:10
12:15	12:18	12:27	12:28	12:29	12:32	12:40
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7:45	7:48	7:57	7:58	7:59	8:02	8:10
8:45	8:48	8:57	8:58	8:59	9:02	9:10
9:45	9:48	9:57	9:58	9:59	10:02	10:10

Evening Service is Hourly



13

GTC, Klai Hall, Barry Hall, Roosevelt, Hornbacher's, U32 Apartments, NDSCS, SHAC, Memorial Union, Family Fare, Renaissance Hall

Shaded areas do not run on Saturdays.

GTC	Barry Hall	Minard Pullout East	SHAC Shelter	NDSU Transit Hub	Roosevelt Park Shelter	Fargo North High School	Northport Shelter	U32 Apartments	SHAC Shelter	NDSU Transit Hub	Family Fare Shelter	Renaissance Hall	GTC
T A	B	C	D	T E	F	G	H	I	T J	K	L	M	T A
6:15	6:20	6:25	6:29	6:35	6:37	6:42	6:43	6:47	6:54	7:00	7:03	7:06	7:10
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	7:40
7:15	7:20	7:25	7:29	7:35	7:37	7:42	7:43	7:47	7:54	8:00	8:03	8:06	8:10
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	8:40
8:15	8:20	8:25	8:29	8:35	8:37	8:42	8:43	8:47	8:54	9:00	9:03	9:06	9:10
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Evening service is hourly.



14

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

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
—	—	—	—	—	—	—	6:10	6:15	6:28	6:31	6:36	6:38	6:40
—	—	—	6:10	6:11	6:12	6:30	6:40	6:45	6:58	7:01	7:06	7:08	7:10
6:15	6:17	6:28	6:40	6:41	6:42	7:00	7:10	7:15	7:28	7:31	7:36	7:38	7:40
6:45	6:47	6:58	7:10	7:11	7:12	7:30	7:40	7:45	7:58	8:01	8:06	8:08	8:10
7:15	7:17	7:28	7:40	7:41	7:42	8:00	8:10	8:15	8:28	8:31	8:36	8:38	8:40
7:45	7:47	7:58	8:10	8:11	8:12	8:30	8:40	8:45	8:58	9:01	9:06	9:08	9:10
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10:45	10:47	10:58	11:10	11:11	11:12	11:30	11:40	11:45	11:58	12:01	12:06	12:08	12:10
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11:45	11:47	11:58	12:10	12:11	12:12	12:30	12:40	12:45	12:58	1:01	1:06	1:08	1:10
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8:15	8:17	8:28	8:40	8:41	8:42	9:00	9:10	9:15	9:28	9:31	9:36	9:38	9:40
9:15	9:17	9:28	9:40	9:41	9:42	10:00	10:10	—	—	—	—	—	—

Shaded areas do not run on Saturdays.

The first trip EASTBOUND to GTC starts at Essentia Health at 6:10 a.m. Monday-Friday & 7:10a.m. on Saturday.

The first trip WESTBOUND to West Acres starts at Essentia Health Shelter at 6:10 a.m. Monday-Friday (Does not run on Saturday)

The last trip of Route 14 ends at Essentia at 10:10 p.m. Monday - Saturday

Evening Service is Hourly



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
—	—	—	—	—	—	—	—	6:14	6:23	6:27	6:36	6:37	6:40
6:15	6:18	6:19	6:21	6:25	6:27	6:36	6:40	6:44	6:53	6:57	7:06	7:07	7:10
6:45	6:48	6:49	6:51	6:55	6:57	7:06	7:10	7:14	7:23	7:27	7:36	7:37	7:40
7:15	7:18	7:19	7:21	7:25	7:27	7:36	7:40	7:44	7:53	7:57	8:06	8:07	8:10
7:45	7:48	7:49	7:51	7:55	7:57	8:06	8:10	8:14	8:23	8:27	8:36	8:37	8:40
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8:45	8:48	8:49	8:51	8:55	8:57	9:06	9:10	9:14	9:23	9:27	9:36	9:37	9:40
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9:45	9:48	9:49	9:51	9:55	9:57	10:06	10:10	10:14	10:23	10:27	10:36	10:37	10:40
10:00	10:03	10:04	10:06	10:10	10:12	10:21	10:25	10:29	10:38	10:42	10:51	10:52	10:55
10:15	10:18	10:19	10:21	10:25	10:27	10:36	10:40	10:44	10:53	10:57	11:06	11:07	11:10
10:30	10:33	10:34	10:36	10:40	10:42	10:51	10:55	10:59	11:08	11:12	11:21	11:22	11:25
10:45	10:48	10:49	10:51	10:55	10:57	11:06	11:10	11:14	11:23	11:27	11:36	11:37	11:40
11:00	11:03	11:04	11:06	11:10	11:12	11:21	11:25	11:29	11:38	11:42	11:51	11:52	11:55
11:15	11:18	11:19	11:21	11:25	11:27	11:36	11:40	11:44	11:53	11:57	12:06	12:07	12:10
11:30	11:33	11:34	11:36	11:40	11:42	11:51	11:55	11:59	12:08	12:12	12:21	12:22	12:25
11:45	11:48	11:49	11:51	11:55	11:57	12:06	12:10	12:14	12:23	12:27	12:36	12:37	12:40
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12:45	12:48	12:49	12:51	12:55	12:57	1:06	1:10	1:14	1:23	1:27	1:36	1:37	1:40
1:00	1:03	1:04	1:06	1:10	1:12	1:21	1:25	1:29	1:38	1:42	1:51	1:52	1:55
1:15	1:18	1:19	1:21	1:25	1:27	1:36	1:40	1:44	1:53	1:57	2:06	2:07	2:10
1:30	1:33	1:34	1:36	1:40	1:42	1:51	1:55	1:59	2:08	2:12	2:21	2:22	2:25
1:45	1:48	1:49	1:51	1:55	1:57	2:06	2:10	2:14	2:23	2:27	2:36	2:37	2:40
2:00	2:03	2:04	2:06	2:10	2:12	2:21	2:25	2:29	2:38	2:42	2:51	2:52	2:55
2:15	2:18	2:19	2:21	2:25	2:27	2:36	2:40	2:44	2:53	2:57	3:06	3:07	3:10
2:30	2:33	2:34	2:36	2:40	2:42	2:51	2:55	2:59	3:08	3:12	3:21	3:22	3:25
2:45	2:48	2:49	2:51	2:55	2:57	3:06	3:10	3:14	3:23	3:27	3:36	3:37	3:40
3:00	3:03	3:04	3:06	3:10	3:12	3:21	3:25	3:29	3:38	3:42	3:51	3:52	3:55
3:15	3:18	3:19	3:21	3:25	3:27	3:36	3:40	3:44	3:53	3:57	4:06	4:07	4:10
3:30	3:33	3:34	3:36	3:40	3:42	3:51	3:55	3:59	4:08	4:12	4:21	4:22	4:25
3:45	3:48	3:49	3:51	3:55	3:57	4:06	4:10	4:14	4:23	4:27	4:36	4:37	4:40
4:00	4:03	4:04	4:06	4:10	4:12	4:21	4:25	4:29	4:38	4:42	4:51	4:52	4:55
4:15	4:18	4:19	4:21	4:25	4:27	4:36	4:40	4:44	4:53	4:57	5:06	5:07	5:10
4:30	4:33	4:34	4:36	4:40	4:42	4:51	4:55	4:59	5:08	5:12	5:21	5:22	5:25
4:45	4:48	4:49	4:51	4:55	4:57	5:06	5:10	5:14	5:23	5:27	5:36	5:37	5:40
5:00	5:03	5:04	5:06	5:10	5:12	5:21	5:25	5:29	5:38	5:42	5:51	5:52	5:55
5:15	5:18	5:19	5:21	5:25	5:27	5:36	5:40	5:44	5:53	5:57	6:06	6:07	6:10
5:30	5:33	5:34	5:36	5:40	5:42	5:51	5:55	5:59	6:08	6:12	6:21	6:22	6:25
5:45	5:48	5:49	5:51	5:55	5:57	6:06	6:10	6:14	6:23	6:27	6:36	6:37	6:40
6:15	6:18	6:19	6:21	6:25	6:27	6:36	6:40	6:44	6:53	6:57	7:06	7:07	7:10
6:45	6:48	6:49	6:51	6:55	6:57	7:06	7:10	7:14	7:23	7:27	7:36	7:37	7:40
7:15	7:18	7:19	7:21	7:25	7:27	7:36	7:40	7:44	7:53	7:57	8:06	8:07	8:10
7:45	7:48	7:49	7:51	7:55	7:57	8:06	8:10	8:14	8:23	8:27	8:36	8:37	8:40
8:15	8:18	8:19	8:21	8:25	8:27	8:36	8:40	8:44	8:53	8:57	9:06	9:07	9:10
8:45	8:48	8:49	8:51	8:55	8:57	9:06	9:10	9:14	9:23	9:27	9:36	9:37	9:40
9:15	9:18	9:19	9:21	9:25	9:27	9:36	9:40	9:44	9:53	9:57	10:06	10:07	10:10
9:45	9:48	9:49	9:51	9:55	9:57	10:06	10:10	10:14	—	—	—	—	—

The first trip of Route 15 starts at Walmart at 6:14 a.m. M-F & 7:14 a.m. on Saturday.

The last trip of Route 15 ends at Walmart at 10:14 p.m. Monday - Saturday

Evening service runs every 30 minutes.



16

GTC, Fargo High Rise, Lindenwood Park, Essentia Clinic, Fargo South High, Cashwise, West Acres, Public Library

Shaded areas do not run on Saturdays.

	GTC	Fargo High Rise Shelter	Lindenwood Park	Essentia Clinic Shelter	South High School	Cashwise (westbound)	West Acres Shelter	Cashwise (eastbound)	South High School	Essentia Clinic Shelter	Lindenwood Park	2nd St S at High Rise	Fargo Public Library	GTC
	(T) (A)	(B)	(C)	(D)	(E)	(F)	(T) (G)	(H)	(I)	(J)	(K)	(L)	(M)	(T) (A)
	—	—	—	—	—	—	6:15	6:20	6:25	6:27	6:29	6:34	6:37	6:40
6:45	6:45	6:48	6:52	6:55	6:56	7:03	7:15	7:20	7:25	7:27	7:29	7:34	7:37	7:40
7:45	7:45	7:48	7:52	7:55	7:56	8:03	8:15	8:20	8:25	8:27	8:29	8:34	8:37	8:40
8:45	8:45	8:48	8:52	8:55	8:56	9:03	9:15	9:20	9:25	9:27	9:29	9:34	9:37	9:40
9:45	9:45	9:48	9:52	9:55	9:56	10:03	10:15	10:20	10:25	10:27	10:29	10:34	10:37	10:40
10:45	10:45	10:48	10:52	10:55	10:56	11:03	11:15	11:20	11:25	11:27	11:29	11:34	11:37	11:40
11:45	11:45	11:48	11:52	11:55	11:56	12:03	12:15	12:20	12:25	12:27	12:29	12:34	12:37	12:40
12:45	12:45	12:48	12:52	12:55	12:56	1:03	1:15	1:20	1:25	1:27	1:29	1:34	1:37	1:40
1:45	1:45	1:48	1:52	1:55	1:56	2:03	2:15	2:20	2:25	2:27	2:29	2:34	2:37	2:40
2:45	2:45	2:48	2:52	2:55	2:56	3:03	3:15	3:20	3:25	3:27	3:29	3:34	3:37	3:40
3:45	3:45	3:48	3:52	3:55	3:56	4:03	4:15	4:20	4:25	4:27	4:29	4:34	4:37	4:40
4:45	4:45	4:48	4:52	4:55	4:56	5:03	5:15	5:20	5:25	5:27	5:29	5:34	5:37	5:40
5:45	5:45	5:48	5:52	5:55	5:56	6:03	6:15	6:20	6:25	6:27	6:29	6:34	6:37	6:40
6:45	6:45	6:48	6:52	6:55	6:56	7:03	7:15	7:20	7:25	7:27	7:29	7:34	7:37	7:40



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	6:27	6:31	6:33	6:36	6:40
	7:15	7:17	7:27	7:31	7:33	7:36	7:40
	8:15	8:17	8:27	8:31	8:33	8:36	8:40
	9:15	9:17	9:27	9:31	9:33	9:36	9:40
	10:15	10:17	10:27	10:31	10:33	10:36	10:40
	11:15	11:17	11:27	11:31	11:33	11:36	11:40
	12:15	12:17	12:27	12:31	12:33	12:36	12:40
	1:15	1:17	1:27	1:31	1:33	1:36	1:40
	2:15	2:17	2:27	2:31	2:33	2:36	2:40
	3:15	3:17	3:27	3:31	3:33	3:36	3:40
	4:15	4:17	4:27	4:31	4:33	4:36	4:40
	5:15	5:17	5:27	5:31	5:33	5:36	5:40
	6:15	6:17	6:27	6:31	6:33	6:36	6:40
	7:15	7:17	7:27	7:31	7:33	7:36	7:40
	8:15	8:17	8:27	8:31	8:33	8:36	8:40
	9:15	9:17	9:27	9:31	9:33	9:36	9:40

Shaded areas do not run on Saturdays.



18

GTC, Bethany Homes, SEHS, Avalon West, Essentia, Hornbacher's, Microsoft, Walmart

	GTC	Holiday Shelter	Bethany Shelter	SEHS Shelter	Essentia Hospital	Hornbacher's	Walmart 52nd Ave S	Microsoft	Hornbacher's Shelter	Essentia Hospital	SEHS Shelter	PeopleReady	GTC
	(T) (A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(T) (A)
	—	—	—	—	—	6:15	6:27	6:32	6:36	6:44	6:55	7:05	7:15
	6:45	6:49	6:51	6:57	7:06	7:15	7:27	7:32	7:36	7:44	7:55	8:05	8:15
	7:45	7:49	7:51	7:57	8:06	8:15	8:27	8:32	8:36	8:44	8:55	9:05	9:15
	8:45	8:49	8:51	8:57	9:06	9:15	9:27	9:32	9:36	9:44	9:55	10:05	10:15
	9:45	9:49	9:51	9:57	10:06	10:15	10:27	10:32	10:36	10:44	10:55	11:05	11:15
	10:45	10:49	10:51	10:57	11:06	11:15	11:27	11:32	11:36	11:44	11:55	12:05	12:15
	11:45	11:49	11:51	11:57	12:06	12:15	12:27	12:32	12:36	12:44	12:55	1:05	1:15
	12:45	12:49	12:51	12:57	1:06	1:15	1:27	1:32	1:36	1:44	1:55	2:05	2:15
	1:45	1:49	1:51	1:57	2:06	2:15	2:27	2:32	2:36	2:44	2:55	3:05	3:15
	2:45	2:49	2:51	2:57	3:06	3:15	3:27	3:32	3:36	3:44	3:55	4:05	4:15
	3:45	3:49	3:51	3:57	4:06	4:15	4:27	4:32	4:36	4:44	4:55	5:05	5:15
	4:45	4:49	4:51	4:57	5:06	5:15	5:27	5:32	5:36	5:44	5:55	6:05	6:15
	5:45	5:49	5:51	5:57	6:06	6:15	6:27	6:32	6:36	6:44	6:55	7:05	7:15
	6:45	6:49	6:51	6:57	7:06	7:15	7:27	7:32	7:36	7:44	7:55	8:05	8:15
	7:45	7:49	7:51	7:57	8:06	8:15	8:27	8:32	8:36	8:44	8:55	9:05	9:15
	8:45	8:49	8:51	8:57	9:06	9:15	9:27	9:32	9:36	9:44	9:55	10:05	10:15

Shaded areas do not run on Saturdays.

The first trip of Route 18 starts across the street from Hornbacher's at 6:15 a.m. M-F & 7:15 a.m. on Saturday.



20

West Acres, ShareHouse, WF High, WF City Hall/Police, High Rise, Sanford Clinic, Walmart, Cass Co. Jail, SEHS, Islamic Center

Shaded areas do not run on Saturdays.

	West Acres	Cass County Jail	SEHS Shelter	Somali Business Center	Westrac Dr & 13th Ave S	Hornbacher's - Village West	West Fargo High School	West Fargo Public Library	West Fargo High Rise	Sanford West Fargo Clinic	Walmart Shelter	West Acres
	(T)A	B	C	D	(T)E	F	G	H	I	J	K	(T)A
	—	—	—	—	—	6:21	6:27	6:30	6:33	6:38	6:42	6:55
	7:00	7:06	7:09	7:13	7:18	7:21	7:27	7:30	7:33	7:38	7:42	7:55
	8:00	8:06	8:09	8:13	8:18	8:21	8:27	8:30	8:33	8:38	8:42	8:55
	9:00	9:06	9:09	9:13	9:18	9:21	9:27	9:30	9:33	9:38	9:42	9:55
	10:00	10:06	10:09	10:13	10:18	10:21	10:27	10:30	10:33	10:38	10:42	10:55
	11:00	11:06	11:09	11:13	11:18	11:21	11:27	11:30	11:33	11:38	11:42	11:55
	12:00	12:06	12:09	12:13	12:18	12:21	12:27	12:30	12:33	12:38	12:42	12:55
	1:00	1:06	1:09	1:13	1:18	1:21	1:27	1:30	1:33	1:38	1:42	1:55
	2:00	2:06	2:09	2:13	2:18	2:21	2:27	2:30	2:33	2:38	2:42	2:55
	3:00	3:06	3:09	3:13	3:18	3:21	3:27	3:30	3:33	3:38	3:42	3:55
	4:00	4:06	4:09	4:13	4:18	4:21	4:27	4:30	4:33	4:38	4:42	4:55
	5:00	5:06	5:09	5:13	5:18	5:21	5:27	5:30	5:33	5:38	5:42	5:55
	6:00	6:06	6:09	6:13	6:18	6:21	6:27	6:30	6:33	6:38	6:42	6:55
	7:00	7:06	7:09	7:13	7:18	7:21	7:27	7:30	7:33	7:38	7:42	7:55
	8:00	8:06	8:09	8:13	8:18	8:21	8:27	8:30	8:33	8:38	8:42	8:55
	9:00	9:06	9:09	9:13	9:18	9:21	9:27	9:30	9:33	9:38	9:42	9:55

The first trip WESTBOUND starts at Hornbacher's Village W. at 6:21 a.m. Monday-Friday & 7:21a.m. on Saturday



24

West Acres, Sanford Medical Center,
Cash Wise, Bluestem Dr./26th Ave., Costco

	West Acres	Dakota View Estates	Red River Zoo	Sanford Medical Center	Scheels Arena	Cash Wise	9th St W & 32nd Ave W	Costco	Sanford Medical	19th Ave E & Burlington Ln	West Acres Cinema	West Acres
	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	7:10	7:15	7:19	7:25	
7:30	7:32	7:35	7:40	7:45	7:48	7:55	8:04	8:10	8:15	8:19	8:25	
8:30	8:32	8:35	8:40	8:45	8:48	8:55	9:04	9:10	9:15	9:19	9:25	
9:30	9:32	9:35	9:40	9:45	9:48	9:55	10:04	10:10	10:15	10:19	10:25	
10:30	10:32	10:35	10:40	10:45	10:48	10:55	11:04	11:10	11:15	11:19	11:25	
11:30	11:32	11:35	11:40	11:45	11:48	11:55	12:04	12:10	12:15	12:19	12:25	
12:30	12:32	12:35	12:40	12:45	12:48	12:55	1:04	1:10	1:15	1:19	1:25	
1:30	1:32	1:35	1:40	1:45	1:48	1:55	2:04	2:10	2:15	2:19	2:25	
2:30	2:32	2:35	2:40	2:45	2:48	2:55	3:04	3:10	3:15	3:19	3:25	
3:30	3:32	3:35	3:40	3:45	3:48	3:55	4:04	4:10	4:15	4:19	4:25	
4:30	4:32	4:35	4:40	4:45	4:48	4:55	5:04	5:10	5:15	5:19	5:25	
5:30	5:32	5:35	5:40	5:45	5:48	5:55	6:04	6:10	6:15	6:19	6:25	
6:30	6:32	6:35	6:40	6:45	6:48	6:55	7:04	7:10	7:15	7:19	7:25	
7:30	7:32	7:35	7:40	7:45	7:48	7:55	8:04	8:10	8:15	8:19	8:25	
8:30	8:32	8:35	8:40	8:45	8:48	8:55	9:04	9:10	9:16	9:22	9:28	
9:30	9:32	9:35	9:40	9:45	9:48	9:55	10:04	10:10	—	—	—	

Shaded areas do not run on Saturdays.

The last trip of Route 24 ends at Sanford Medical center at 10:10 p.m. Monday - Saturday

people with disabilities when possible.
 MATBUS will provide reasonable accommodations for
 are available in alternate formats upon request.
 701.232.7500. This statement, schedules and maps
 discrimination complaint, please contact
 status (E.O. 12891) for more information or to file a
 origin, sex (23 U.S.C. 324), age (42 U.S.C. 6101),
 Act of 1964 with regard to race, color, national
 benefits in compliance with Title VI of the Civil Rights
 Statement of Non-Discrimination - The Cities of
 650 3rd St. N., Fargo, ND 58102. TDD: Relay 7-1-1



To share your suggestions or complaints,
 Visit MATBUS.com to track your bus arrivals
 and pay by scanning your phone on the bus.
 Download the **MATBUS Connect** app (Google Play or
 the Apple App Store) to load funds from anywhere
 Visit MATBUS.com for more information or to
 Sign up for **MATBUS Ride Alerts** at matbus.com.
 Subscribers will receive emails to be informed of
 public hearings, detours/promotions, route
 changes and more. **FOLLOW MATBUS** on social media
 - Facebook, X, Instagram, YouTube and TikTok.

Staying up to date with MATBUS technology
 MATBUS provides convenient, cost-effective, city
 transportation in the metro areas of Fargo, Moorhead,
 West Fargo and Dilworth, with 13 fixed routes.

Introducing MATBUS
 transit system
 map & timetables
 4/2022 update

701.232.7500
matbus.com
 paying your fare

Passes and tickets are sold at the GTC. Passes may be purchased
 15 minutes after opening through 7:00 p.m.

Drivers do not carry change, and will issue a change card to be
 used on MATBUS vehicles for future fares. MATBUS cannot
 refund the balance of change cards. Any pass, ticket or change
 card that is lost, damaged or stolen cannot be replaced.

A discount fare is available to: elderly (age 60 and older),
 persons with disabilities, Medicare Card holders, and youth
 (K-12th grade). People who are elderly or disabled must show
 a MATBUS Rider ID Card or Medicare Card to receive the
 discounted fare. The Rider ID Card is available at no charge
 following an eligibility application process (701.232.7500).
 MATBUS reserves the right to request identification materials,
 a Medicare Card or student ID for discount verification.

The U-Pass program allows current students from NDSU,
 MSUM, Concordia, M State and NDSOS-Fargo to ride for free.
 Current staff and faculty from Concordia can also ride for free.
 The U-Pass program is subsidized by these campuses. NDSU
 also pays MATBUS to operate routes on and near campus.

cash fares		*all fares are subject to change
Adult	\$1.50
Medicare Card Holder	\$0.75
Discount (Elderly, Youth, or Disabled)	\$0.75
Child (Age Birth to Preschool)	Free with adult
Transfers	Free
Disabled Veterans with "Service Connected" ID	Free
unlimited ride passes		
1-Day Pass	\$5.00
120-Day College Semester Pass (excludes students at U-Pass schools)	\$60.00
31-Day Business Pass (must be employer purchased)	\$27.00
matbus connect		
Adult Fare	\$1.50
Adult 1-Day Fare Cap	\$3.00
Adult 31-Day Fare Cap	\$42.00
Discount Fare	\$0.75
Discount 1-Day Fare Cap	\$3.00
Discount 31-Day Fare Cap	\$27.00
Youth 90-Day Fare Cap	\$27.00
Replacement Connect Card Fee	\$10.00

NDSU

For NDSU campus circulator route timetables,
 check out matbus.com or pick up
 the NDSU Transit Guide.

ON-DEMAND

Hours: Monday-Friday: 6:45pm-10:15pm
 Service also includes R.H. Barry
 Hall in downtown Fargo.

DOWNTOWN

GTC
 502 NP Ave

DILWORTH ROUTE 6

FARGO/WEST FARGO ROUTE 20

ON-DEMAND FARGO INDUSTRIAL PARK

MATBUS On-Demand is a service powered by
 TransitLoc that helps riders reach areas not covered
 by MATBUS fixed routes.
 Download the TransitLoc app (available in Google
 Play and the Apple App Store), and request your
 service area.
 Fargo Industrial Park riders: Connect to MATBUS
 fixed routes at Whole of a Wheel (Route 17 & West
 Acres (Routes 14, 15, 16, 20, 24).
 Hours: Monday-Friday: 6:15am-10:15pm

WEST ACRES

See Downtown Inset

FARGO/WEST FARGO ROUTE 24

MAP LEGEND

	Fargo City Limits
	Moorhead City Limits
	West Fargo City Limits
	Dilworth City Limits
	Higher Education
	Public Land / Park
	Transfer Hub
	Passenger Shelter
	Designated Bus Stop
	On-Demand Pickup Location
	Service On Request

	Route 1
	Route 2
	Route 3
	Route 4
	Route 5
	Route 6
	Route 9
	Route 11
	Route 13
	Route 14
	Route 15
	Route 16
	Route 17
	Route 18
	Route 20
	Route 24
	Route 31
	Route 33
	Route 34

Map and timetable information may change between printings.
 For the most up-to-date information, visit matbus.com/routes,
 or call the Customer Care Center at 701.232.7500 option 1.

Download your bus schedule at matbus.com.
 Call 701.232.7500 for more assistance.

matbus system map

august 2024 edition

Attachment K

CITY OF FARGO
 STATE AND LOCAL GOVERNMENT INFORMATION
 2023 EEO-4 REPORT

CITY OF FARGO
 HUMAN RESOURCES DIR
 225 4TH STREET NORTH
 FARGO

ND 58102

CONTROL NUMBER 38301070

FUNCTION 01 FINANCIAL ADMINISTRATION

1. FULL-TIME EMPLOYEES (CONTINUED)

JOB CATEGORY	SALARIES	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL				
		MALE	FEMALE	MALE		FEMALE				MALE		FEMALE								
		A	B	C	D	E	F	G	H	I	J	K	L	M	N		O			
PARA PROFESSI	33	\$.1- 15.9																		
	34	16.0- 19.9																		
	35	20.0- 24.9																		
	36	25.0- 32.9																		
	37	33.0- 42.9																		
	38	43.0- 54.9																		
	39	55.0- 69.9																3		
	40	70.0- PLUS			2													4		
ADMINISTRATIV	41	\$.1- 15.9																		
	42	16.0- 19.9																		
	43	20.0- 24.9																		
	44	25.0- 32.9																		
	45	33.0- 42.9																		
	46	43.0- 54.9			1													4		
	47	55.0- 69.9																8		
	48	70.0- PLUS		1	1	1												6		
SKILLED CRAFT	49	\$.1- 15.9																		
	50	16.0- 19.9																		
	51	20.0- 24.9																		
	52	25.0- 32.9																		
	53	33.0- 42.9																		
	54	43.0- 54.9																		
	55	55.0- 69.9																		
	56	70.0- PLUS																		
SERVICE MAINT	57	\$.1- 15.9																		
	58	16.0- 19.9																		
	59	20.0- 24.9																		
	60	25.0- 32.9																		
	61	33.0- 42.9																		
	62	43.0- 54.9																		
	63	55.0- 69.9																		
	64	70.0- PLUS																		
TOTAL FULL TIME	65		2	1	50	1				1							44		2	101

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 01 FINANCIAL ADMINISTRATION

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 66																
PROFESSIONALS 67																
TECHNICIANS 68																
PROTECTION SE 69																
PARA PROFESSI 70																
ADMINISTRATIV 71										2						2
SKILLED CRAFT 72																
SERVICE MAINT 73																
TOTAL OTHER THAN F-T 74										2						2

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 75																
PROFESSIONALS 76			1						2							3
TECHNICIANS 77			2													2
PROTECTION SE 78																
PARA PROFESSI 79																
ADMINISTRATIV 80									1							1
SKILLED CRAFT 81																
SERVICE MAINT 82																
TOTAL NEW HIRES 83			3						3							6

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, U. S. Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
 STATE AND LOCAL GOVERNMENT INFORMATION
 2023 EEO-4 REPORT

CITY OF FARGO
 HUMAN RESOURCES DIR
 225 4TH STREET NORTH
 FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 02 STREETS & HIGHWAYS

1. FULL-TIME EMPLOYEES (CONTINUED)

JOB CATEGORY	SALARIES	HISPANIC OR LATINO		NON-HISPANIC OR LATINO								TOTAL						
		MALE	FEMALE	MALE				FEMALE										
		A	B	C	D	E	F	G	H	I	J		K	L	M	N	O	
PARA PROFESSI	33	\$.1- 15.9																
	34	16.0- 19.9																
	35	20.0- 24.9																
	36	25.0- 32.9																
	37	33.0- 42.9																
	38	43.0- 54.9																
	39	55.0- 69.9																
	40	70.0- PLUS																
ADMINISTRATIV	41	\$.1- 15.9																
	42	16.0- 19.9																
	43	20.0- 24.9																
	44	25.0- 32.9																
	45	33.0- 42.9																
	46	43.0- 54.9																
	47	55.0- 69.9																
	48	70.0- PLUS								1								1
SKILLED CRAFT	49	\$.1- 15.9																
	50	16.0- 19.9																
	51	20.0- 24.9																
	52	25.0- 32.9																
	53	33.0- 42.9																
	54	43.0- 54.9																
	55	55.0- 69.9			10													10
	56	70.0- PLUS			10													10
SERVICE MAINT	57	\$.1- 15.9																
	58	16.0- 19.9																
	59	20.0- 24.9																
	60	25.0- 32.9																
	61	33.0- 42.9																
	62	43.0- 54.9	1		10		1		1									13
	63	55.0- 69.9			10					1								11
	64	70.0- PLUS																
TOTAL FULL TIME	65		1		53		1		1		2							58

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 02 STREETS & HIGHWAYS

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL	
	MALE	FEMALE	MALE			FEMALE			MALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M		N
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70															
ADMINISTRATIV 71															
SKILLED CRAFT 72															
SERVICE MAINT 73			2						1						3
TOTAL OTHER THAN F-T 74			2						1						3

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL	
	MALE	FEMALE	MALE			FEMALE			MALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M		N
OFFICIAL/ADMI 75															
PROFESSIONALS 76			1												1
TECHNICIANS 77															
PROTECTION SE 78															
PARA PROFESSI 79															
ADMINISTRATIV 80															
SKILLED CRAFT 81															
SERVICE MAINT 82			11	1	1		1		1						15
TOTAL NEW HIRES 83			12	1	1		1		1						16

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, U. S. Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321
FARGO, ND 58102

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 03 PUBLIC WELFARE

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M		N
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70		1	3						4				3	1	12
ADMINISTRATIV 71															
SKILLED CRAFT 72															
SERVICE MAINT 73															
TOTAL OTHER THAN F-T 74		1	3						4				3	1	12

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M		N
OFFICIAL/ADMI 75															
PROFESSIONALS 76			1												1
TECHNICIANS 77															
PROTECTION SE 78															
PARA PROFESSI 79			8	1				1	5	2			2		19
ADMINISTRATIV 80															
SKILLED CRAFT 81															
SERVICE MAINT 82															
TOTAL NEW HIRES 83			9	1				1	5	2			2		20

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NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321
FARGO, ND 58102

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
STATE AND LOCAL GOVERNMENT INFORMATION
2023 EEO-4 REPORT

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 04 POLICE PROTECTION

1. FULL-TIME EMPLOYEES (CONTINUED)

JOB CATEGORY	SALARIES	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
		MALE	FEMALE	MALE						FEMALE							
		A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
PARA PROFESSI	33	\$.1- 15.9															
	34	16.0- 19.9															
	35	20.0- 24.9															
	36	25.0- 32.9															
	37	33.0- 42.9															
	38	43.0- 54.9															
	39	55.0- 69.9															
	40	70.0- PLUS															
ADMINISTRATIV	41	\$.1- 15.9															
	42	16.0- 19.9															
	43	20.0- 24.9															
	44	25.0- 32.9															
	45	33.0- 42.9															
	46	43.0- 54.9															7
	47	55.0- 69.9															8
	48	70.0- PLUS															1
SKILLED CRAFT	49	\$.1- 15.9															
	50	16.0- 19.9															
	51	20.0- 24.9															
	52	25.0- 32.9															
	53	33.0- 42.9															
	54	43.0- 54.9															
	55	55.0- 69.9															
	56	70.0- PLUS															
SERVICE MAINT	57	\$.1- 15.9															
	58	16.0- 19.9															
	59	20.0- 24.9															
	60	25.0- 32.9															
	61	33.0- 42.9															
	62	43.0- 54.9															
	63	55.0- 69.9															
	64	70.0- PLUS															
TOTAL FULL TIME	65		1		147	5	1		1	1	48	1			1		206

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 04 POLICE PROTECTION

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M	N	
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70															
ADMINISTRATIV 71															
SKILLED CRAFT 72															
SERVICE MAINT 73															
TOTAL OTHER THAN F-T 74															

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M	N	
OFFICIAL/ADMI 75															
PROFESSIONALS 76															
TECHNICIANS 77															
PROTECTION SE 78	1		29	3				1	5	2			1		42
PARA PROFESSI 79															
ADMINISTRATIV 80									1						1
SKILLED CRAFT 81															
SERVICE MAINT 82															
TOTAL NEW HIRES 83	1		29	3				1	6	2			1		43

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NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 05 FIRE PROTECTION

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M	N	
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70															
ADMINISTRATIV 71															
SKILLED CRAFT 72															
SERVICE MAINT 73															

TOTAL OTHER THAN F-T 74

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M	N	
OFFICIAL/ADMI 75															
PROFESSIONALS 76															
TECHNICIANS 77															
PROTECTION SE 78			11		1				2						14
PARA PROFESSI 79															
ADMINISTRATIV 80															
SKILLED CRAFT 81															
SERVICE MAINT 82															

TOTAL NEW HIRES 83

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NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 06 NATURAL RESOURCES

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70															
ADMINISTRATIV 71															
SKILLED CRAFT 72			10						1	1					12
SERVICE MAINT 73															
TOTAL OTHER THAN F-T 74			10						1	1					12

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
OFFICIAL/ADMI 75															
PROFESSIONALS 76															
TECHNICIANS 77															
PROTECTION SE 78															
PARA PROFESSI 79															
ADMINISTRATIV 80															
SKILLED CRAFT 81															
SERVICE MAINT 82															
TOTAL NEW HIRES 83															

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, U. S. Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

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CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 07 HOSPITALS & SANITARIUMS

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M	N	
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70															
ADMINISTRATIV 71															
SKILLED CRAFT 72															
SERVICE MAINT 73															
TOTAL OTHER THAN F-T 74															

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M	N	
OFFICIAL/ADMI 75															
PROFESSIONALS 76															
TECHNICIANS 77															
PROTECTION SE 78															
PARA PROFESSI 79															
ADMINISTRATIV 80															
SKILLED CRAFT 81															
SERVICE MAINT 82															
TOTAL NEW HIRES 83															

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, U. S. Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 08 HEALTH

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 66																
PROFESSIONALS 67			1					1	23		1		1			27
TECHNICIANS 68			2													2
PROTECTION SE 69																
PARA PROFESSI 70				1					4	1						6
ADMINISTRATIV 71			1						6							7
SKILLED CRAFT 72																
SERVICE MAINT 73																
TOTAL OTHER THAN F-T 74			4	1				1	33	1	1		1			42

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 75																
PROFESSIONALS 76			1						4				1			6
TECHNICIANS 77									1							1
PROTECTION SE 78																
PARA PROFESSI 79			1						1	1						3
ADMINISTRATIV 80									1							1
SKILLED CRAFT 81																
SERVICE MAINT 82																
TOTAL NEW HIRES 83			2						7	1			1			11

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, U. S. Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321
FARGO, ND 58102

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 09 HOUSING

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL	
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M		N
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70															
ADMINISTRATIV 71															
SKILLED CRAFT 72															
SERVICE MAINT 73															

TOTAL OTHER
THAN F-T 74

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL	
	MALE A	FEMALE B	C	D	MALE E	F	G	H	I	J	FEMALE K	L	M		N
OFFICIAL/ADMI 75															
PROFESSIONALS 76															
TECHNICIANS 77															
PROTECTION SE 78															
PARA PROFESSI 79															
ADMINISTRATIV 80															
SKILLED CRAFT 81															
SERVICE MAINT 82															

TOTAL
NEW HIRES 83

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, U. S. Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321
FARGO, ND 58102

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

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CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 10 COMMUNITY DEVELOPMENT

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE		FEMALE		FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 66																
PROFESSIONALS 67																
TECHNICIANS 68																
PROTECTION SE 69																
PARA PROFESSI 70																
ADMINISTRATIV 71																
SKILLED CRAFT 72																
SERVICE MAINT 73																
TOTAL OTHER THAN F-T 74																

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE		FEMALE		FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 75																
PROFESSIONALS 76																
TECHNICIANS 77																
PROTECTION SE 78																
PARA PROFESSI 79																
ADMINISTRATIV 80																
SKILLED CRAFT 81																
SERVICE MAINT 82																
TOTAL NEW HIRES 83																

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, U. S. Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321
FARGO, ND 58102

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 11 CORRECTIONS

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
OFFICIAL/ADMI 66															
PROFESSIONALS 67															
TECHNICIANS 68															
PROTECTION SE 69															
PARA PROFESSI 70															
ADMINISTRATIV 71															
SKILLED CRAFT 72															
SERVICE MAINT 73															
TOTAL OTHER THAN F-T 74															

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE				
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
OFFICIAL/ADMI 75															
PROFESSIONALS 76															
TECHNICIANS 77															
PROTECTION SE 78															
PARA PROFESSI 79															
ADMINISTRATIV 80															
SKILLED CRAFT 81															
SERVICE MAINT 82															
TOTAL NEW HIRES 83															

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ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 12 UTIL & TRANSPORTATION

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 66																
PROFESSIONALS 67																
TECHNICIANS 68			1													1
PROTECTION SE 69																
PARA PROFESSI 70																
ADMINISTRATIV 71																
SKILLED CRAFT 72			3													3
SERVICE MAINT 73			2						1							3
TOTAL OTHER THAN F-T 74			6						1							7

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 75																
PROFESSIONALS 76																
TECHNICIANS 77																
PROTECTION SE 78																
PARA PROFESSI 79																
ADMINISTRATIV 80																
SKILLED CRAFT 81	1		3					1								5
SERVICE MAINT 82			4		1											5
TOTAL NEW HIRES 83	1		7		1			1								10

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NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 13 SANITATION & SEWAGE

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL		
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M		N	O
OFFICIAL/ADMI 66			1													1
PROFESSIONALS 67																
TECHNICIANS 68																
PROTECTION SE 69																
PARA PROFESSI 70																
ADMINISTRATIV 71																
SKILLED CRAFT 72			1													1
SERVICE MAINT 73			1													1
TOTAL OTHER THAN F-T 74			3													3

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO					TOTAL		
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M		N	O
OFFICIAL/ADMI 75																
PROFESSIONALS 76																
TECHNICIANS 77																
PROTECTION SE 78																
PARA PROFESSI 79																
ADMINISTRATIV 80																
SKILLED CRAFT 81																
SERVICE MAINT 82			7													7
TOTAL NEW HIRES 83			7													7

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NAME OF PERSON TO CONTACT REGARDING THIS REPORT: JILL MINETTE TITLE: HUMAN RESOURCES DIR

ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

CITY OF FARGO
HUMAN RESOURCES DIR
225 4TH STREET NORTH
FARGO ND 58102

CONTROL NUMBER 38301070

FUNCTION 15 OTHER

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 66			2						1							3
PROFESSIONALS 67									1							1
TECHNICIANS 68									1							1
PROTECTION SE 69			2													2
PARA PROFESSI 70																
ADMINISTRATIV 71	1	1	22						59						3	86
SKILLED CRAFT 72																
SERVICE MAINT 73	4	3	251	5			2	3	250				2	2	522	
TOTAL OTHER THAN F-T 74	5	4	277	5			2	3	312				2	5	615	

JOB CATEGORY	HISPANIC OR LATINO		NON-HISPANIC OR LATINO						NON-HISPANIC OR LATINO						TOTAL	
	MALE	FEMALE	MALE		MALE				FEMALE		FEMALE					
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		O
OFFICIAL/ADMI 75								1								1
PROFESSIONALS 76			1	1					1							3
TECHNICIANS 77			5													5
PROTECTION SE 78																
PARA PROFESSI 79									1							1
ADMINISTRATIV 80			1						8	1						10
SKILLED CRAFT 81			2											1		3
SERVICE MAINT 82			1					1								2
TOTAL NEW HIRES 83			10	1				2	10	1					1	25

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ADDRESS: 225 4TH STREET NORTH FARGO, ND 58102 TELEPHONE NUMBER (INCLUDE AREA CODE): 701 241-1321

DATE: 11/17/23 TYPED TITLE OF CERTIFYING OFFICIAL: HUMAN RESOURCES DIR

SIGNATURE OF CERTIFYING OFFICIAL:

Equal Employment Opportunity Policy

Revision Date: January 31, 2023:

POLICY:

Transdev North America, Inc. is an Equal Opportunity Employer, committed to creating and maintaining a qualified and diverse workforce. 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, military or veteran status, physical disability, mental disability, medical condition (associated with cancer, a history of cancer, or genetic characteristics), reproductive health decision-making, HIV/AIDS status, genetic information, sexual orientation, gender identity, gender expression, or any other factor prohibited by applicable federal, state or local law.

This policy applies to all terms, conditions and privileges of employment including recruitment, hiring, employment, on-boarding, initial periods of employment, job assignments, training and development, working conditions, promotion, transfer, demotion, compensation, rates of pay, benefits, educational assistance, layoff and recall, social and recreation programs, termination and separation and other terms and conditions of employment. All applicants and employees have the right to file complaints alleging discrimination. Retaliation against an individual who files a charge or complaint of discrimination, participates in an employment discrimination proceeding, or otherwise engages in protected activity is strictly prohibited and will not be tolerated. Transdev North America, Inc. is committed to providing reasonable accommodations to applicant and employees who need them because of a disability or to practice or observe their religion, absent undue hardship.

POLICY SPECIFICS:

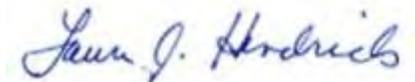
Principal and direct responsibility for successful implementation of this policy in a uniform manner has been assigned to the Corporate Human Resources department. Within their respective areas of responsibility, all managerial and supervisory personnel are accountable to ensure compliance with this policy.

Transdev North America, Inc. practices that support this Equal Employment Opportunity Policy include the following:

- Transdev displays posters regarding equal employment opportunity in areas highly visible to employees.
- Transdev commits to develop a written nondiscrimination program that sets forth the policies, practices, and procedures, with goals and timetables, and will make the EEO Program available for inspection by any employee or applicant for employment upon request.
- Transdev's EEO Officer reports semi-annually to the company CEO.
- All advertising for job applicants includes 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 gender, race, sex, religion, color, creed, age, national origin, ancestry, marital status, citizenship status, military or veteran status, physical disability, mental disability, medical condition (associated with cancer, a history of cancer, or genetic characteristics), reproductive health decision-making, HIV/AIDS status, genetic information, sexual orientation, gender identity, gender expression, or other legally protected status."
- Employees are required to report any apparent discrimination or harassment. Complaints are investigated immediately 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 an equal employment proceeding.

APPLIES TO:

This policy applies to all employees of Transdev North America, Inc. and its subsidiaries. This policy also includes all independent contractors and personnel working on Transdev properties who are employed by temporary agencies and any other persons or firms doing business for or with Transdev.



Laura Hendricks, CEO
Transdev North America

Fargo ND
Operated by
First Transit
(wholly owned entity of Transdev)



EQUAL EMPLOYMENT
OPPORTUNITY PROGRAM

December 2024

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Preface

First Transit's Fargo ND is a location that oversees the delivery of transportation services within a defined service area of Fargo North Dakota on behalf of the City.

The employees at Fargo ND are employed by First Transit. Transdev Services, Inc., (Transdev) a private corporation, acquired First Transit in 2023 and continued to operate its services. This entity carries out the day-to-day operations. The above agency has delegated the personnel management responsibilities, including the administration of the personnel policies, to First Transit, as part of its service contract. This Plan is an update to cover December 2024 through November 2028, barring any other significant changes mandating a further update. The employment practices data reviewed is from January 1, 2022, through December 31, 2024. Designated employees are represented by a labor union; Teamsters local # 120.

Transdev U.S. First Transit operations (also referred to as the Company), is committed to the concept and practice of equal opportunity and affirmative action. In preparing this Affirmative Action Program (AAP), we have been guided by Executive Order 11246 (as amended) and its implementing regulations (41 C.F.R. Part 60-2) and the Guidelines on Affirmative Action issued by the Equal Employment Opportunity Commission ("EEOC") (29 C.F.R. Part 1608). Nothing contained in this AAP, or its supporting data should be construed as an admission by the Company, in whole or in part, that it has contravened any federal, state, or local employment practice laws, or to sanction the discriminatory treatment of any person.

While the Company firmly believes in dissemination of its affirmative action policies and equal employment opportunity practices and makes the non-data components of this AAP available for review to employees and applicants upon request, the AAP remains a proprietary document of the Company. Moreover, the data on which the Company has relied in preparing this AAP are confidential and sensitive, and the Company believes release of the data would subject the Company to commercial harm. Reports that require specific data, such as names of employees and salary information, are not an official part of this AAP. This information is on file at the Company as Documentation and Supporting Data for AAP Reports and is available for review only as required by law.

If this AAP or any supporting data or documentation are submitted to the Office of Federal Contract Compliance Programs (OFCCP) pursuant to the Executive Order, the Rehabilitation Act, the Vietnam Era Veterans' Readjustment Assistance Act and/or any implementing regulations (as any or all have been or may be amended), the Equal Employment Opportunity Commission, any local or state fair employment practice agency, or any other federal, state or local government agency, those documents and the information they contain are to be considered confidential and not subject to disclosure without notifying the Company of the agency's decision to disclose and providing the Company with ample time to contest the disclosure. Advance notice of disclosure should be sent to Laura Bass, Human Resource Director, Transdev. The Company requests this information be treated as exempt from public disclosure under the Freedom of Information Act, 5 U.S.C. § 552.

No information contained in the AAP, or any supporting data or documentation is to be copied, removed from the premises, or released to other individuals without a prior notification to and permission from the Company. This AAP does not constitute an express or implied contract between the Company and its employees, job applicants, or other persons, nor does it change in any way the basic at will employment relationship all Company employees have with the Company. Nothing in this AAP creates a private right of action on behalf of any individual or group against the Company.

Statement of Policy

It is the policy of Transdev U.S. not to discriminate or allow the harassment of employees or applicants on the basis of race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), age, genetic information, disability, veteran status, or other protected classes protected by law with regard to any employment actions, including but not limited to, recruitment or recruitment advertising, hiring, upgrading, selection for training or other employment opportunities, promotion, transfer, demotion, layoff or recall from layoff, termination, rates of pay or other forms of compensation, provided the individual is qualified, with or without reasonable accommodation, to perform the essential functions of the job. This policy applies to all jobs at the Company.

The Company will continue to take affirmative action to ensure individuals are employed, and employees are treated during employment, without regard to their race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), age, genetic information, disability, veteran status, or other classes or characteristics protected by law in all employment practices as follows.

Employment decisions at the Company are based on legitimate job-related criteria. All personnel actions or programs that affect qualified individuals, such as employment, promotion, demotion, transfer, recruitment, advertising, termination, rate of pay or other forms of compensation, and selection for training, are made without discrimination because of any basis protected by law. Employees may choose to voluntarily disclose their sex, race, national origin, disability and protected veteran status at any time by contacting Human Resources. Such information will be maintained in a confidential manner and will not be used against an individual when making any employment decisions. Employees and applicants with disabilities and to practice or observe their religion are encouraged to inform Human Resources if they need a reasonable accommodation to perform a job for which they are otherwise qualified. The Company makes, and will continue to make, reasonable accommodation to the known religious and physical or mental limitations of an otherwise qualified applicant or employee to promote the employment of qualified individuals with disabilities, or to practice or observe their religion, unless such accommodation would impose an undue hardship on the operations of the Company.

Mark Salisbury, Equal Employment Opportunity Officer for the Company, has been appointed with responsibility for implementation of the Company's equal employment opportunities activities. This individual reports directly to the Chief Executive Officer (CEO) Laura Hendricks. He acts with the authority of Human Resources with all levels of management, labor unions, and employees.

EEO Officer Contact Information Name: Mark Salisbury

Title: Chief Human Resources Officer

Email: Mark.Salisbury@Transdev.com

Phone: 630.382.2385

Fargo ND location

General Manager: Matthew Pinotti

Regional Human Resources Director: Nita Mauer

The Equal Employment Opportunity Officer has the full support of the CEO to fully implement this Program. All Company executives, management, and supervisory personnel will take an active part in the Company's EEO Program to ensure all qualified employees and prospective employees are treated in a non-discriminatory manner with respect to all employment decisions.

The above stated individuals will also share in the responsibility for implementing and monitoring the Company's EEO Policy and Program within their respective areas and will be assigned specific tasks to ensure compliance is achieved. The Company will evaluate its managers' and supervisors' performance on their successful implementation of Transdev Services, Inc's policies, and procedures, in the same way Transdev U.S. assesses their performance regarding other agency's goals. Furthermore, Transdev U.S. will solicit the cooperation and support of all employees for the Company's Equal Employment Opportunity Statement of Policy.

The Company's Equal Employment Opportunity Program includes an audit and reporting system, which, among other things, uses metrics and other information to measure the effectiveness of the Program. The Equal Employment Opportunity Officer has been assigned responsibility for periodically reviewing progress with compliance and implementation of the Company's affirmative action policy. In accordance with public law, the Company's Equal Employment Opportunity Program is available for inspection in the General Manager's Office, upon request.

In addition, employees and applicants will not be subjected to harassment, intimidation, threats, coercion, retaliation, or discrimination because they have engaged in, or may have engaged in, filing a complaint, assisting or participating in an investigation, compliance review hearing, or other activity related to the administration of Section 503 of the Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, Executive Order 11246, and/or any other federal, state or local law or regulation regarding equal employment opportunity, opposing any act or practice made unlawful, or exercising any other right protected by such laws or regulations. Retaliation, harassment, intimidation, threats, coercion, and discrimination is strictly prohibited and will not be tolerated. Transdev U.S. will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information.

All applicants and employees have the right to file complaints alleging discrimination. Complaints should be directed to the EEO Officer. Transdev U.S. also offers employees additional avenues to file complaints of discrimination through the Ethics and Compliance Hotline. Information regarding the Hotline are posted within the Fargo ND location.

This program is available for inspection by applicants and employees in the General Manager's office.

Ethics and Compliance Hotline (866)850.3033

www.transdevna.com/ethics

We are committed to a workplace that acts upon its daily responsibility to treat all applicants and employees with dignity and respect, as well as equitably under the guidelines of our EEO Policy and Program.

Matthew Pinotti

General Manager, Transdev U.S., Fargo ND

Nita Mauer

Human Resources Director, Transdev U.S.

Mark Salisbury

Chief Human Resources Office, Transdev U.S.

Sex Discrimination Policy

41 C.F.R. 60-20.1 – 60-20.6

Pursuant to Transdev U.S.'s equal employment opportunity and affirmative action policy, the Company prohibits sexual discrimination and harassment in the workplace. This policy applies to all terms and conditions of employment, including but not limited to, recruitment, hiring, promotion, transfer, demotion, layoff or recall from layoff, termination, wage and benefit administration and selection for training or other employment opportunities. The terms "because of sex", on the "basis of sex", "regardless of sex" and "without regard to sex" include, but are not limited to, because of or on the basis of pregnancy, childbirth or related medical conditions, sexual orientation, gender identity and transgender status. In furtherance of the Company's commitment to ensuring equal employment opportunity regardless of sex, the Company will take the following steps, as appropriate:

- Recruit individuals for all positions without regard to their sex.
- Ensure job postings and recruitment materials do not express a sex preference, unless sex is a bona fide occupational qualification.
- Review employment practices and personnel policies to ensure that applicants and employees are not discriminated against or harassed.
- Provide qualified employees with an equal opportunity to any available job without regard to their sex, except where sex is a bona fide occupational qualification.
- Administer employment opportunities, wages, hours, conditions of employment, retirement programs, and other employee benefits regardless of sex.
- Develop written policies which prohibit unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature towards employees and take reasonable steps to prevent such harassment from occurring.
- Provide appropriate restroom and other facilities for applicants and employees.
- Refrain from reliance on any state laws which conflict with the non-discrimination provisions of Title VII of the Civil Rights Act of 1964 or Executive Order 11246 and are superseded thereby.
- Ensure employees are not discriminated against because of pregnancy, childbirth, or related medical conditions. Females affected by pregnancy, childbirth, or related medical conditions will be treated the same as other persons who are not so affected but are similarly able or unable to work.

- Administer any seniority systems without regard to sex.
- Determine wage schedules without regard to sex.
- Ensure individuals are not restricted to certain job classifications based on sex.

Religious and National Origin Discrimination Policy

41 C.F.R. 60-50.1 – 60.50.5

Pursuant to Transdev U.S.'s equal employment opportunity and affirmative action policy, the Company prohibits religious and national origin discrimination and harassment in the workplace. This policy applies to all terms and conditions of employment, including but not limited to, recruitment, hiring, promotion, transfer, demotion, layoff or recall from layoff, termination, wage and benefit administration, and selection for training or other employment opportunities. In furtherance of the Company's commitment to ensuring equal employment opportunity regardless of national origin or religious beliefs, the Company will take the following steps, as appropriate:

- Recruit individuals for all positions without regard to their national origin or religious beliefs
- Provide qualified employees with an equal opportunity to available job openings without regard to their religion or national origin
- Administer employment opportunities, wages, hours, conditions of employment, retirement programs, and other employee benefits regardless of religion or national origin
- Provide reasonable accommodation for sincerely held religious beliefs unless doing so would pose an undue hardship on the Company's business
- Develop reasonable procedures to carry out the Company's obligation to provide equal employment opportunity without regard to religion or national origin
- Inform employees of the Company's commitment to equal employment opportunity without regard to national origin or religion
- Inform recruitment sources of the Company's commitment to equal employment opportunity and seek their assistance and support to provide equal opportunity without regard to national origin or religion
- Review employment practices, personnel policies, and available records to ensure that applicants and employees are not discriminated against or harassed on the basis of religion or national origin
- Engage in outreach activities with religious and ethnic organizations and educational institutions

Dissemination Policy

Transdev U.S. will communicate the existence of its EEO Policy and Program to employees, applicants, and potential applicants by:

Internally

- Providing written communications from the General Manager
- Posting official EEO materials, including but not limited to Federal and state labor law poster(s) and the Company's policy statement. These will be placed in open, visible common areas such as bulletin boards, near time clocks, employee breakrooms, and in the employment/personnel office.
- Including the EEO policy statement in the agency's personnel and operations manual, employee handbooks, reports, and manuals.
- The EEO officer meeting with the company's CEO at a minimum semiannually to discuss the EEO Program and its implementation.
- Meeting with all employees and affinity groups to seek input on the program implementation.
- Conducting periodic EEO training for employees and managers.
- Conducting EEO Training for all new supervisors or managers within 90 days of their appointment.
- Include the Company's EEO Policy Statement in employee orientation materials and require new employees to sign a form acknowledging they have read and understand the policy.
- Maintaining appropriate documentation when the EEO Policy and Program have been brought to the attention of employees and managers, including maintaining agendas and sign-in sheets for meetings conducted when the EEO Policy and its implementation are explained.

Externally

- Providing the Company's EEO Policy to recruitment entities, including but not limited to employment agencies, educational institutions, and minority and women's organizations, when there is outreach or advertising activities.
- All recruitment ads in newspapers, magazines, websites, and social media must state that the Company "is an equal opportunity employer."

Designation of Personnel Responsibility

41 C.F.R. 60-2.17

Transdev U.S. has assigned primary management responsibility and accountability for ensuring full compliance with the Equal Employment Opportunity Program to Mark Salisbury, the Equal Employment Opportunity (EEO) Officer of the Company. The EEO Officer has the authority, resources, support of and access to the CEO necessary to ensure the effective implementation of the EEO Program. The identity of the EEO Officer appears on internal and external communications regarding the Company's equal employment opportunity and affirmative action policies.

The duties of the Affirmative Action Officer and designees include:

- Developing policy statements, AAPs, and internal and external modes of communication
- Advising managers and supervisors that the Company is obligated to prevent discrimination and harassment of applicants and employees on the basis protected by law and regulation and maintaining awareness of current EEO laws and regulations. Assisting management in collecting and analyzing employment data, identifying any problem areas, setting goals and timetables, and developing solutions
- Designing, implementing, and monitoring an internal audit and reporting system to measure the effectiveness of the Company's Program, indicate the need for remedial action, determine the degree to which the Company's objectives have been attained
- Overseeing regular discussions with local managers, supervisors, and employees to ensure the Company's policies are being followed and are understood
- Concurring in the hiring and promotion process by periodically reviewing employment documents to ensure the actions of the Company are not discriminatory and do not result in disparate treatment or impact
- Periodically reviewing employment practices policies, including but not limited to recruitment, screening, selection, promotion, disciplinary, and related to processes, complaint policies, reasonable accommodations policies, performance evaluations, grievance procedures, and union agreements
- Keeping management, including the CEO at least semiannually, informed of developments in relation to the Company's goals and with contractor and vendor compliance
- Serving as liaison between the Company and enforcement agencies, and between the Company and organizations of and for minorities or females

- Advising managers and supervisors that the Company is obligated to prevent discrimination and harassment of applicants and employees on the basis protected by law and regulation and maintaining awareness of current EEO laws and regulations
- Completing EEO investigative training focusing on important aspects of a quality investigation, such as issue spotting, investigation planning, reviewing documents, interviewing witnesses, analyzing evidence, drawing conclusions, and making recommendations
- Investigating complaints of EEO discrimination
- Providing EEO training for employees and managers
- Advising employees and applicants of available training programs and professional development opportunities and the entrance requirements
- Ensuring posters and notices are properly displayed or disseminated in ways that are accessible and understandable to applicants and employees. The designated Regional HR Director audits the posting of the policy statement and notices at individual locations, such as Fargo ND.
- Serving as the liaison between the Company and enforcement agencies, and between the Company and organizations of and for minorities or females.

The duties of the Company and its supervisors, managers, and officials include:

- Participating actively in periodic audits of all aspects of employment to identify and remove barriers obstructing the achievement of specified goals and objectives
- Holding regular discussions with other managers, supervisors, employees, and affinity groups to ensure agency policies and procedures are being followed and to ensure the policy is understood regarding hiring and promotions
- In conjunction with the EEO Officer, maintaining and updating the personnel database for generating reports required for the nondiscrimination program at least quarterly
- Cooperating with the EEO Officer in review of information and investigation of complaints and coordinating with the Company's Senior Paralegal who monitors, tracks, and communicates with appropriate employees regarding the complaints and their status
- Encouraging employee participation to support the advancement of the EEO Program, including professional development and career growth opportunities, posting promotional opportunities, shadowing, and mentoring. Coordinate with HR to ensure employees are advised of entrance requirements, training and professional development opportunities.
- The success of the EEO Program is included in the performance evaluation of the managers, supervisors and others responsible for this program.

Organizational Profile

41 C.F.R. 60-2.11

As one of the diagnostic components of Transdev U.S.'s AAP, the Company has completed a profile of the workforce at the Fargo ND location. The organizational profile is an overview of the staffing patterns at this establishment and is used to determine whether there are areas in the workforce where individuals are underrepresented or concentrated by gender or race.

To complete the organizational profile the Company has elected to follow the Workforce Analysis methodology. The analysis identifies the departments at the Fargo ND establishment and for each department lists all job titles from lowest to highest paid. For each job title, the report provides the following data: the total number of incumbents, the total number of male and female incumbents, and the total number of male and female incumbents by racial/ethnic group.

Job Group Analysis

41 C.F.R. 60-2.12

As the second diagnostic component of the EEO Plan, Transdev U.S. has prepared a job group analysis. The job group analysis is the first step in comparing the representation of minorities and females in the workforce with the estimate of the available qualified minorities and females who could be employed by the Company in positions covered by this Plan.

In designing job groups, jobs have been placed in job groups based upon the general criteria of relatively similar content, similar opportunities, and similar rates of pay.

Similarity of content refers to the relative duties and responsibilities of the job titles which make up the job group. Similarity of opportunities refers to training, transfers, promotions, pay mobility and other career enhancement opportunities offered by the jobs within the job group.

The job groups in this Plan were developed to serve as a basis for a statistical analysis comparing current workforce utilization to weighted internal and external availability, and, thereafter, to develop annual goals as to minorities and females. Accordingly, job content (reflected in census data matches) and opportunity for advancement (important for determining feeder jobs) have been relied upon more than pay rates in grouping jobs.

Moreover, where possible, and, consistent with other factors, job groups were devised which are of a sufficient size to conduct a meaningful utilization analysis. Necessary differences exist in the statistical analysis for utilization and the statistical analysis which would be appropriate for compensation. Therefore, the Company does not suggest or agree its job groups contain jobs whose incumbents are sufficiently similarly situated (considering a variety of factors including tasks performed, effort, level of responsibility, working conditions, work location, job difficulty, minimum qualifications, performance, and other objective factors) to be included in the same group for purposes of statistical analysis of rates of pay or compensation.

The Job Group Analysis report identifies the job groups created for this AAP, the job titles that comprise each job group, and the percentage of minority incumbents and the percentage of female incumbents in each job group.

Availability Analysis

41 C.F.R. 60-2.14

The availability analysis is a part of the Incumbency vs. Estimated Availability Analysis – the final diagnostic component of this Plan. The purpose of the availability analysis is to establish a benchmark against which the demographic composition of the Company’s workforce may be compared to determine whether barriers to equal employment opportunity may exist within particular job groups.

Pursuant to applicable regulations, the availability analysis for each job group examines two potential areas of availability: individuals with the requisite skills outside the establishment (external availability) and individuals within the establishment who are promotable, transferable, and/or trainable (internal availability). In determining availability, the Company has selected a reasonable recruitment area and the pool of promotable, transferable, and trainable employees in such a way as not to exclude qualified minorities and females. Moreover, when determining external availability, the Company has used the most current and discrete statistical information available. For this availability analysis, the Company has used the EEO 2018 5-year ACS Tabulation Data. Finally, where a job group is composed of different job titles that carry different availability rates, the Company calculated a composite availability figure. The Company arrived at the composite availability figure by determining the proportion of the job group incumbents employed in each job title, weighting the availability for each job title by the proportion of incumbents employed in that title, and adding together the weighted availability estimates.

Comparison of Incumbency vs. Estimated Availability

41 C.F.R. 60-2.15

Transdev U.S. will prepare the representation of minorities and females in each job group with their representation among those identified in the availability analysis as available for employment in the job group. Where actual representation is less than the calculated availability, the Company will determine whether the difference was greater than could reasonably be expected.

Identification of Problem Areas by Organizational Unit and Job Group

41 C.F.R. 60-2.17(b)

Transdev U.S. will conduct an analysis of its total employment process, including evaluating the local location's workforce by organizational unit and job group, personnel activity, compensation systems, and other personnel procedures to determine whether and where impediments to equal employment opportunity exist.

An analysis of each of these processes follows.

Composition of the Workforce by Organizational Unit

The Company has analyzed its workforce to determine if minorities or females are significantly underrepresented or concentrated in any organizational unit.

Composition of the Workforce by Job Group

The Company will conduct an availability analysis by job group, considering both external and internal availability, and has compared incumbency to estimated availability to determine placement goals. The descriptions of Factor 1 and Factor 2 by job group are summarized in this Plan. The Company has established affirmative action placement goals and programs to address any areas of underutilization and will continue to make a good faith effort to reach the placement goals established by implementing action-oriented programs.

Analysis of Progress Towards Prior Year Goals

When the percentage of minorities or females employed in a particular job group is less than would reasonably be expected given their availability percentage in that job group, the Company will establish an annual percentage placement goal at least equal to the availability figure derived for minorities or females, as appropriate, for that job group.

Review of Personnel Activity

The Company will analyze additional personnel activities to determine whether and where impediments to equal employment opportunity exist and whether there are significant selection disparities by race/ethnicity

or gender. These activities include applicant flow, hires, promotions, terminations, and other personnel actions.

Applicant Flow

The Company accepted applications for open positions, and persons interested in obtaining employment with the Company were advised to apply according to the Company's current policy. The Company periodically reviews recruitment and selection actions to ensure there are no barriers to equal employment opportunity.

Hires

The Company periodically reviews recruitment, selection and hiring actions to ensure there are no barriers to equal employment opportunity and no significant differences in selection rates by gender or race/ethnicity. Job descriptions are reviewed to make sure duties are accurately described and the experience and education requirements are job related. Job descriptions will continue to be written without regard to sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or any other characteristic protected by law.

Application forms are reviewed to ensure all requested information is job related, and the forms comply with all applicable laws. Where applicable, tests will be reviewed and administered in a non-discriminatory manner.

Company representatives who are involved in the selection process will be briefed on the Company's obligations. Hiring decisions are to be based on the applicant's experience, skills, abilities, education, and any other job-related criteria.

Promotions

The Company provides employees the opportunity to be promoted. The Company periodically reviews promotional actions to ensure there are no barriers to equal employment opportunity and no significant differences in selection rates by gender or race/ethnicity.

The Company provides reasonable opportunity for employees to advance by offering training and other developmental opportunities. Most promotional opportunities are posted on the company's intranet and on location bulletin boards, providing interested employees with an opportunity to apply.

Terminations

The Company periodically evaluates its termination practices to ensure there are no barriers to equal employment opportunity and no significant differences in selection rates by gender or race/ethnicity. When terminations or reductions in force are necessary, the Company makes its decisions without regard to sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or any other characteristic protected by law.

Training

The Company mandates that every incumbent employee receives training regarding the EEO Plan and Unlawful Harassment. Further, the Company requires that every newly hired employee receives this training. The annual training is a proprietary program developed by Transdev and provided to each location electronically. Location supervisors and managers receive this training directly through their individual portal to the Transdev ELearning system and front-line employees are provided the training conducted by a trainer using the electronic program in groups. This annual training is a two-hour session.

Review of Compensation Systems

As part of its affirmative action obligations, the Company has reviewed its compensation systems to determine whether those systems are being administered without regard to an individual's sex, race, ethnicity, or other characteristic protected by law. If the Company discovers significant compensation system differences between individuals who are similarly situated, it will determine whether they are the result of legitimate, nondiscriminatory factors.

Placement Goals and Timetables

41 C.F.R. 60-2.16

As required by applicable regulations, Transdev U.S. has established placement goals where the actual representation of minorities or females in a job group is less than would be reasonably expected based on calculated availability.

In establishing placement goals, the Company applied the following principles:

- When the percentage of minorities or females employed in a particular job group is less than would reasonably be expected, given their availability percentage in that job group, the Company established a percentage annual placement goal at least equal to the availability figure derived for minorities or females, as appropriate, for that job group.
- Placement goals are not quotas that must be met, nor are they to be considered as either a ceiling or a floor for the employment of individuals of a specific race or sex.
- In all employment decisions, the Company makes selections in a nondiscriminatory manner. Placement goals do not provide a justification to extend a preference to any individual, select an individual, or adversely affect an individual's employment status, on the basis of that individual's sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or other characteristic protected by law.
- Placement goals do not create set-asides for specific groups, nor are they intended to achieve proportional representation or equal results.
- Placement goals are not used to supersede merit selection principles, nor do these placement goals require the Company to hire a person who lacks qualifications to perform the job successfully or hire a less qualified person in preference to a more qualified one.

As is described in more detail in the Action-Oriented Program section of this Plan, where a placement goal is set, the Company will develop affirmative steps to increase the recruitment and training of the underrepresented group.

Development and Implementation of Action-Oriented Programs

41 C.F.R. 60-2.17

Transdev U.S. has developed and executed action-oriented programs designed to correct any problem areas that may exist. To remove identified barriers and expand employment opportunities, the Company engages in or has made plans to implement the activities outlined in this Plan, as appropriate.

The Company's commitment to equal employment opportunity is publicized and employees are encouraged to participate in the Company's Affirmative Action Program through activities such as the following:

- Written notification of the Company's affirmative action policy will be sent to all subcontractors, including subcontracting vendors and suppliers, and request appropriate action on their part.
- The Company will make the Equal Employment Opportunity Clause part of all covered contracts and purchase orders.
- The Company's Equal Employment Opportunity and Affirmative Action Statement of Policy will be made available to applicants and employees. The policy will include a statement that employees and applicants are protected from coercion, intimidation, and interference or discrimination for filing a complaint or assisting in an investigation under Executive Order 11246, as amended. When applicable, the Company will publicize the policy in Company publications.
- The Company will hold meetings with executive, management, and supervisory personnel to explain the Company's policy of affirmative action and to make clear the 's support for the policy.
- Advertisements or solicitations for prospective employees will indicate the Company is an equal opportunity employer.
- The Company will seek to include individuals covered by this Plan when employees are pictured in consumer and personnel recruitment advertising.
- The Company will encourage qualified minority and female applicants to apply for available job openings through the following activities, as appropriate:
 - Minority and female, as well as non-minority and male, employees will be actively encouraged to refer applicants to the Company.
 - The Company will send available job opportunities to the State Employment Services Delivery System.
 - The Company will identify local organizations and/or community agencies specializing in placing and/or developing training programs for protected individuals and send them notices of vacant positions.

Where placement goals exist, the Company will contact universities and two- and four-year local colleges, vocational technical schools, high schools, local business schools, and state and community organizations which attract qualified minority and female students.

The Company will implement procedures to ensure minority and female employees are given equal opportunities for promotion, such as the following:

- On-the-job training will be provided to all qualified employees to assist them in developing the necessary knowledge and skills for promotion to higher level jobs.
- The Company will continue to make opportunities for advancement widely known through its career development process and by encouraging minorities and females to take advantage of these opportunities. Internal job opportunities may be posted so employees may apply to positions of interest.
- Internal training programs will be offered to eligible employees without regard to sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or any other characteristic protected by applicable law.
- The Company will offer employees the opportunity to participate in external training programs without regard to sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or any other characteristic protected by applicable law.

Internal Audit and Reporting System

41 C.F.R. 60-2.17

It is the responsibility of the Company's Equal Employment Opportunity Officer to monitor employment and personnel practices to ensure compliance with applicable regulations and adherence to the Company's EEO Program, and to measure the effectiveness of Transdev Services, Inc's EEO Program.

The Company's audit and reporting system is designed and implemented to:

- Measure the effectiveness of the EEO and AAP plans
- Identify any need for remedial action
- Determine the degree to which the Company's objectives are being attained
- Determine whether protected individuals have had the full opportunity to equal employment and to participate in all Company sponsored educational, training, recreational, and social activities
- Measure the Company's compliance with the AAP's specific obligations
- Document the actions taken to monitor the Company's compliance with the AAP's specific obligations.

To measure the effectiveness of the AAP, the Company may take the following actions:

- Audit the Company's voluntary self-identification process to monitor the number of individuals who choose to self-identify and evaluate whether changes could be made to Company's self-identification process to encourage greater voluntary self- identification
- Monitor records of applicant flow, referrals, placements, training, transfers, promotions, terminations, and compensation decisions to evaluate the degree to which equal employment opportunity and organizational objectives are being obtained
- Report on the organization's progress towards equal employment opportunity and any identified problem areas so appropriate steps can be taken to resolve any issues
- Examine available utilization and benchmark data regarding protected individuals and develop action-oriented programs to address any areas of underutilization
- Review available data computations and analyses regarding applicants and hires
- Review the effectiveness of the Company's recruitment and outreach activities

- Use a schedule to regularly assess any mental and physical qualifications to ensure they are job-related and consistent with business necessity
- Regularly assess the Company's personnel processes to ensure all individuals have equal opportunity in employment
- Audit communications with vendors and subcontractors to ensure such communications reflect the Company's commitment to equal employment opportunity and affirmative action
- Audit communications with applicants and employees to ensure such communications reflect the Company's commitment to equal employment opportunity and affirmative action
- Audit job listings to ensure the postings reflect the Company's commitment to equal employment opportunity and affirmative action, and such postings are timely listed with the appropriate state employment delivery system
- Audit personnel policies to ensure such policies reflect the Company's commitment to equal employment opportunity and affirmative action
- Clearly communicate the complaint process to all employees and how to file a complaint
- Review and monitor complaints and to implement new policies or processes to address identified areas of improvement

To ensure proper review, monitoring, and tracking of the EEO Program, the Company will take the following steps:

- Ensure the EEO Officer and CEO discuss the progress of the EEO Program and the results of the monitoring a minimum of semiannually
- Assemble time specifically to discuss EEO-related topics and follow-up actions between the EEO Officer and the Chief Executive Officer (CEO) once each quarter minimum
- Provide the meeting minutes of each EEO-related meeting or where EEO topics are brought forward between the EEO Officer and management, including any follow-up actions
- Review current EEO goals and statistics on employment practices and policies with members of Human Resources and hiring officials once each quarter and implement new procedures and/or policies to address identified areas of improvement
- Maintain records documenting progress and efforts to ensure nondiscrimination, include but not limited to agendas, sign-in sheets for official EEO training or meetings with management, job postings published, advertisements placed, and others
- Coordinate with the Company Senior Paralegal who monitors, tracks and communicates complaints with appropriate employees

The Company will make available upon request to the FTA:

- List of subrecipients or contractors the recipient is monitoring and the services they provide

- Proof of review of subrecipients or contractors' EEO Program (e.g., letter or memo to the subrecipient)
- Organizational chart showing reporting relationships of all directors, department heads, and executive leadership, including names and titles.
- A copy of the goals and timetables chart from the previous program.
- Where the Affirmative Action Program is found to be deficient, the Company shall endeavor to undertake necessary action to improve the Program.

**REPORTS,
AS ATTACHMENTS**

REPORTS, SUMMARY: Fargo ND

Organizational Structure:

The Transdev (First Transit) location's organization is comprised of the following classifications of employees:

Officials and Administrators (in these positions:)

- General Manager
- Assistant General Manager
- Safety Manager

Professionals (in these positions):

- Trainer
- Road Supervisor

Administrative Support Employees (in these positions:)

- Office Clerk

Service/Maintenance Employees (in these positions:)

- Operator (Driver)

Wage ranges for each classification are reported in the Utilization Analysis Chart.

Utilization – Areas of Underutilization:

The Utilization Analysis indicates only one area of underutilization. This is:

Service Maintenance Employees 2 White Females

Goals are provided in the Utilization Analysis Chart.

Potential Areas of Impact – Recruitment:

Through use of several "Instant Apply" online recruitment tools, voluntary disclosure of Gender, Race, Disability status and Protected Veteran's Status is not self-identified by many applicants and employees. The potential impacts indicated in the analysis are reduced or negated by these numbers and it cannot be statistically concluded that any actual impacts in hiring were experienced.

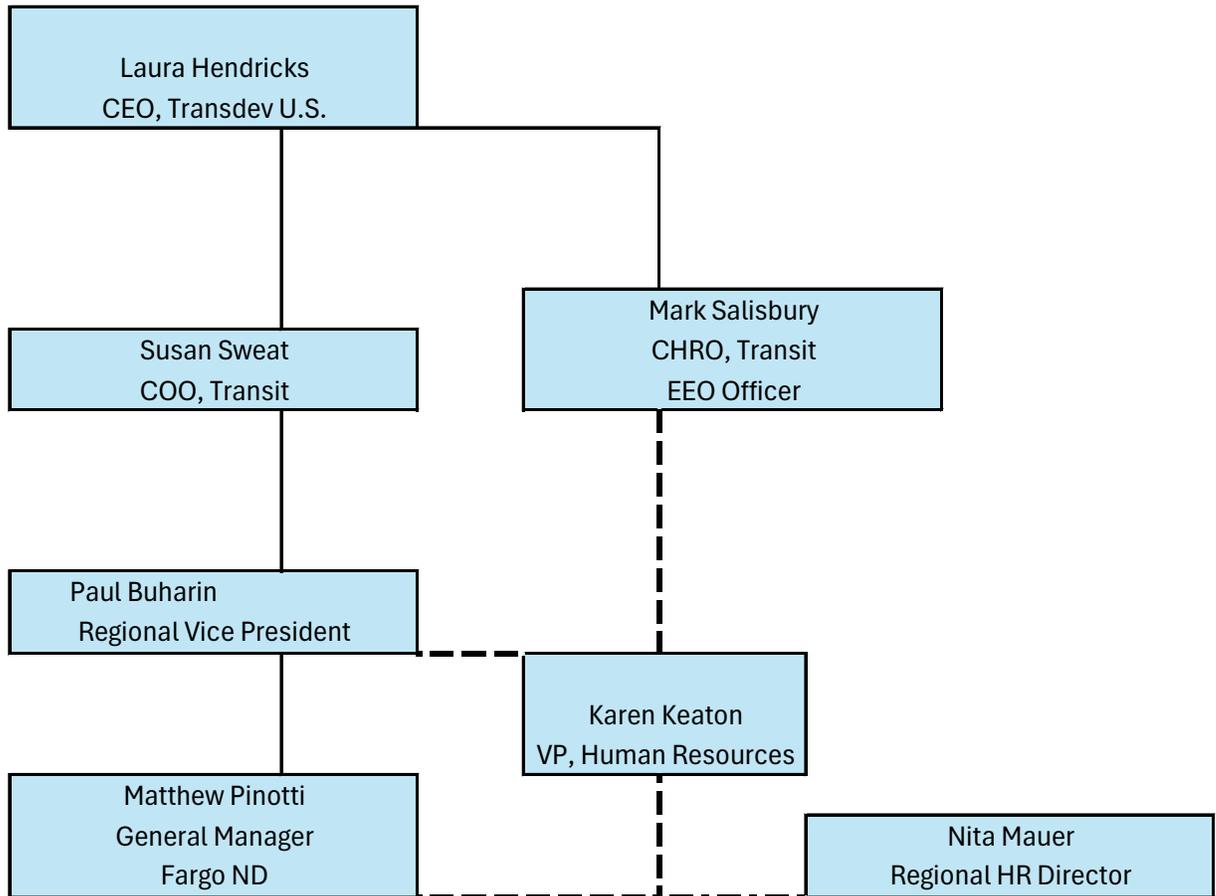
Training:

A training spreadsheet is not included because Transdev requires every employee to undertake training in a variety of areas, including two hours annually for EEO/Unlawful Harassment training (including its First Transit locations). The training chart would simply duplicate the roster due to 100% participation.

Discipline:

Most Transdev's Fargo ND employees are represented by the Teamsters Local # 120 labor union. The collective bargaining agreement (CBA) specifies the progression of disciplinary action to be followed, and all discipline is reviewed by the union representative for compliance. The company's Employee Handbook covers non-union employees and applies a progression and disciplinary processes for the remaining employees. Therefore, a disciplinary chart is not provided.

Transdev's First Transit Fargo ND EEO Reporting Structure



**Four-Fifths Adverse Impact Analysis by Job Category
Hires**

Job Category (Use EEO-4)	Total		W		A/I/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
1 - Officials & Administrators																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2 - Professionals																
Number Applied	5	4	3	3	-	-	2	1	-	-	-	-	-	-	-	-
Total Hires	1	2	1	1	-	-	-	1	-	-	-	-	-	-	-	-
Selection Rate	20.0%	50.0%	33.3%	33.3%	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	40.0%	100.0%	33.3%	33.3%	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	Yes	N/A	N/A	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 - Technicians																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4 - Protective Service																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5 - Paraprofessional																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 - Administrative Support																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7 - Skilled Craft																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 - Service-Maintenance																
Number Applied	700	213	281	97	19	9	279	63	53	21	36	2	4	-	28	21
Total Hires	114	28	52	14	1	-	48	9	4	3	5	-	-	-	4	2
Selection Rate	16.3%	13.1%	18.5%	14.4%	5.3%	N/A	17.2%	14.3%	7.5%	14.3%	13.9%	N/A	N/A	N/A	14.3%	9.5%
Ratio to Highest Rate	100.0%	80.7%	100.0%	78.0%	28.4%	N/A	93.0%	77.2%	40.8%	77.2%	75.1%	N/A	N/A	N/A	77.2%	51.5%

Four-Fifths Adverse Impact Analysis by Job Category Hires

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Potential Adverse Impact (Yes/No)	No	No	No	Yes	Yes	N/A	No	Yes	Yes	Yes	Yes	N/A	N/A	N/A	Yes	Yes

Notes: Fargo New Hires 1/1/21 - 12/31/24 One (1) Male and One (1) Female newly hired Professional employees ; Twnety-four (24) Male and Ten (10) Female Service/Maintenance did not self-identify race/ethnicity. Transdev (First Transit) utilized several "instant apply" recruitment programs in addition to its primary recruitment process and such sites allow persons to indicate interest even if unqualified candidates and with incomplete applications. Most of these applicants did not self-identify Gender, race/ethnicity, disabled or veterans status. Seven hundred sixty-three (763) applicants for Service/Maintenance positons did not provide this data. Notes continued below:

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Veterans	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	42	9	18	5	2	-	14	-	3	2	1	-	1	-	3	2
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%

Additionally, Seventy (70) Male and Twenty-six applicants for Service/Maintenance positions did not self-identify race/ethnicity, disabled or veterans status. These high numbers significantly reduce or negate the potential areas of adverse impact. Those employees active in December 2024 did not self-identify their disabled or veterans status.

**Four-Fifths Adverse Impact Analysis by Job Category
Hires**

Job Category (Use EEO-4)	Total		W		A/I/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
1 - Officials & Administrators																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2 - Professionals																
Number Applied	5	4	3	3	-	-	2	1	-	-	-	-	-	-	-	-
Total Hires	1	2	1	1	-	-	-	1	-	-	-	-	-	-	-	-
Selection Rate	20.0%	50.0%	33.3%	33.3%	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	40.0%	100.0%	33.3%	33.3%	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	Yes	N/A	N/A	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 - Technicians																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4 - Protective Service																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5 - Paraprofessional																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 - Administrative Support																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7 - Skilled Craft																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 - Service-Maintenance																
Number Applied	700	213	281	97	19	9	279	63	53	21	36	2	4	-	28	21
Total Hires	114	28	52	14	1	-	48	9	4	3	5	-	-	-	4	2
Selection Rate	16.3%	13.1%	18.5%	14.4%	5.3%	N/A	17.2%	14.3%	7.5%	14.3%	13.9%	N/A	N/A	N/A	14.3%	9.5%
Ratio to Highest Rate	100.0%	80.7%	100.0%	78.0%	28.4%	N/A	93.0%	77.2%	40.8%	77.2%	75.1%	N/A	N/A	N/A	77.2%	51.5%

Four-Fifths Adverse Impact Analysis by Job Category Hires

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Potential Adverse Impact (Yes/No)	No	No	No	Yes	Yes	N/A	No	Yes	Yes	Yes	Yes	N/A	N/A	N/A	Yes	Yes

Notes: Fargo New Hires 1/1/21 - 12/31/24 One (1) Male and One (1) Female newly hired Professional employees ; Twnety-four (24) Male and Ten (10) Female Service/Maintenance did not self-identify race/ethnicity. Transdev (First Transit) utilized several "instant apply" recruitment programs in addition to its primary recruitment process and such sites allow persons to indicate interest even if unqualified candidates and with incomplete applications. Most of these applicants did not self-identify Gender, race/ethnicity, disabled or veterans status. Seven hundred sixty-three (763) applicants for Service/Maintenance positons did not provide this data. Notes continued below:

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Veterans	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	42	9	18	5	2	-	14	-	3	2	1	-	1	-	3	2
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%

Additionally, Seventy (70) Male and Twenty-six applicants for Service/Maintenance positions did not self-identify race/ethnicity, disabled or veterans status. These high numbers significantly reduce or negate the potential areas of adverse impact. Those employees active in December 2024 did not self-identify their disabled or veterans status.

**Four-Fifths Adverse Impact Analysis by Job Category
Terminations**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
5 - Paraprofessional																
Total Workforce	-	-					-	-	-	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 - Administrative Support																
Total Workforce	-	-					-	-	-	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7 - Skilled Craft																
Total Workforce	-	-					-	-	-	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 -Service-Maintenance																
Total Workforce	100	63	53	31	25	2	18	16	2	11	1	3	1	-	-	-
Total Involuntary Terminations	18	8	8	4			9	2	1	-	-	-	-	-	-	2
Involuntary Termination Rate	18.0%	12.7%	15.1%	12.9%	0.0%	N/A	50.0%	12.5%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	70.5%	100.0%	0.0%	0.0%	100.0%	N/A	0.0%	0.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	No	N/A	Yes	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Five (5) Male Service/maintenance employees (Drivers) who were terminated did not self-identify race/ethnicity.

To: Julie Bommelman, Transit Director

From: Jill Minette, SHRM-SCP, SPHR, PSHRA-CP
Director of Human Resources

Date: February 18, 2025

Re: Transdev EEO and Affirmative Action Program

This memorandum is to confirm that I have reviewed and approved the 2024 - 2028 EEO Policy Statement and Affirmative Action Plan submitted by Transdev.