

**74<sup>th</sup> Meeting of the  
Metro Area Transit Coordinating Board  
July 18, 2018  
Fargo Commission Chambers**

**Members Present:**

Jim Aasness, Dilworth City Council  
Melissa Fabian, Moorhead City Council  
Steve Fox, MSUM  
Cindy Girdner, Metro Senior Ride (alternate for Paul Grindeland/Brian Arett)  
Brit Stevens, NDSU  
John Strand, Fargo City Commission  
Teresa Stolfus, M|State  
Sara Watson Curry, Moorhead City Council  
Larry Weil, City of West Fargo (alternate for Mark Simmons)

**Members Absent:**

Tony Grindberg, Fargo City Commission  
Kevin Hanson, Chair  
Samantha Westrate, Concordia College

**Others Present:**

Adam Altenburg, FM Metro COG  
Lori Van Beek, City of Moorhead  
Julie Bommelman, City of Fargo  
Shaun Crowell, City of Fargo  
Taaren Haak, City of Moorhead  
Matthew Peterson, City of Fargo  
Jordan Smith, MATBUS  
Sage Thornbrugh, City of Fargo

**1. Call to Order and Introductions**

Mr. Altenburg called the meeting to order and introductions were made. Mr. Altenburg stated that Chair Hanson was absent, and that a temporary chair would need to be selected. Ms. Watson Curry suggested that Mr. Altenburg serve as acting chair for the meeting.

Ms. Fabian arrived at 8:02 AM.

Mr. Altenburg welcomed John Strand, new MAT Coordinating Board Member for the City of Fargo; Cindy Girdner, Metro Senior Ride Operations Supervisor; and Cindy Gray, new Executive Director with the Fargo-Moorhead Metropolitan Council of Governments Executive Director.

**2. Action Items**

**a. Review and Action on Minutes from May 16, 2018**

A motion to approve the minutes was made by Mr. Aasness and seconded by Ms. Watson Curry. The motion was voted on and unanimously approved.

Mr. Weil arrived at 8:07 AM.

**b. Draft Moorhead 2019 Budget Presentation**

Ms. Van Beek presented the draft Moorhead 2019 budget to the board. She presented a review of the Moorhead New Service Expansion Analysis and an update on Metro Senior Ride Cost Sharing Analysis. She also provided information on grant applications and contracts with MnDOT for FY 2019, which includes special transportation services for persons with disabilities and senior citizens, as well as funding for regular public transportation services.

A motion to recommend advancing MnDOT grant applications to the Moorhead City Council for FY 2019 was made by Mr. Weil and seconded by Mr. Aasness. The motion was voted on and unanimously approved.

**c. Moorhead 2019 Federal 5307 Grant Application**

Ms. Van Beek presented information on the Section 5307 federal grant application for FY 2019. She stated that the 2017 grant apportionment included \$830,983 for capital projects and operations assistance. She indicated that the total program and project totals for 2019 would be \$1,217,300, with 80% federal funding for capital projects and up to 50% maximum federal funding for operating assistance. She stated that a public hearing on the grant application would be held on August 13 at 5:45 PM in the Moorhead City Council Chambers.

A motion to recommend approval of the Moorhead Section 5307 grant application for FY 2019 was made by Mr. Strand and seconded by Ms. Stolfus. The motion was voted on and unanimously approved.

**d. Designated Bus Stops and Proposed Stop Policy**

Mr. Peterson presented information on a proposed designated bus stop policy for MATBUS. He summarized the policy as changing from the current flag-down policy to busses only being allowed to stop at designated bus stops along routes. He indicated that the policy would improve on-time performance, heighten visibility of transit routes, improve visibility and clarification of bus stop locations, and reduce missed passengers. He stated that two public informational meetings on the proposed policy would be held on August 2 at 9:00 AM and 4:00 PM at the GTC.

A motion to approve the designated bus stop policy was made by Ms. Fabian and seconded by Mr. Weil. The motion was voted on and unanimously approved.

**e. FY19 Grant Update and Opportunity**

Ms. Bommelman presented information on Section 5339 and Section 5310 capital grant projects for FY 2019. She indicated that the total award for Section 5339 was \$120,000 for discretionary capital bus and bus facilities, including a wireless mobile lift for the MTG; and the total award for Section 5310 was \$91,492 for discretionary capital funds, including Fargo's share of the Mobility Manager position for MATBUS as well as the rehabilitation and renovation of passenger shelters.

A motion to recommend advancing Section 5339 and Section 5310 grant agreements to the Fargo City Commission was made by Ms. Watson Curry and seconded by Mr. Aasness. The motion was voted on and unanimously approved.

### **3. Informational Items**

#### **a. Update on Driver Service Provider (First Transit) Contract Option**

Ms. Bommelman and Ms. Van Beek provided a brief update on the option with the First Transit Driver Service Provider Contract. They stated that the contract may be extended for one more year with conditions or, depending on city budgets, add positions as internal employment opportunities with the City of Fargo.

#### **b. Operations Reports/Ridership**

Mr. Peterson and Ms. Van Beek presented the operations and ridership reports for May and June. Mr. Peterson stated that ridership is trending upwards, with minor changes to some routes and pass type. He explained that there had been an increase in security incidents in recent months, especially at the GTC. He also indicated there had been a significant increase in website use as well as the mobile application.

Mr. Aasness left at 8:40 AM.

#### **c. Transit Authority Implementation Study**

Mr. Altenburg presented information on the Transit Authority Implementation Study between MATBUS and Metro COG. He briefly discussed how the study would address funding and the operations of a single transit authority in the Fargo-Moorhead metropolitan area. Ms. Bommelman added that the study could address efficiency of operations across city and state lines. Ms. Van Beek further added that the study would address best approaches for the organizational structure of a transit authority.

Ms. Stolfus left at 9:02 AM.

#### **d. Paratransit/Mobility Update**

Mr. Crowell presented the paratransit and mobility update from March to June.

#### **e. Updated Bus Schedules and Maps Effective 8/1/18**

Mr. Thornbrugh presented updated MATBUS schedules and maps.

### **4. Other Business**

#### **a. September 2018 MAT Coordinating Board Reschedule**

Mr. Altenburg indicated that, because of several scheduling conflicts, the September MAT Coordinating Board meeting would need to be rescheduled for early October. He stated that he would follow-up with the board on a preferred date, either October 3 or October 10.

Mr. Altenburg adjourned the meeting at 9:11 AM.