

# Memorandum

**REPORT TO:** City Commission

**FROM:** Jeff Butts, MPO Manager

**SUBJECT:** Authorize City Manager to Sign Metropolitan Transportation Planning Funding Agreement for the Pass-Through of Federal Transit Administration Section 5303 Funds to the Urban Transportation District

**MEETING DATE:** July 15, 2025

**AGENDA ITEM TYPE:** Agreement - Agency/Non-profit

**RECOMMENDATION:** Authorize City Manager to sign Metropolitan Transportation Planning Funding Agreement for the pass-through of Federal Transit Administration Section 5303 Funds to the Urban Transportation District.

**STRATEGIC PLAN:** 1.3 Public Agencies Collaboration: Foster successful collaboration with other public agencies and build on these successes.

**BACKGROUND:** The Gallatin Valley Metropolitan Planning Organization (MPO) was established following the 2020 Census, which identified the Bozeman Urbanized Area as having a population exceeding 50,000. Hosted by the City of Bozeman, the MPO leads regional transportation planning efforts across jurisdictions, including coordination with the Urban Transportation District (UTD), which operates Streamline transit services.

One key area of coordination involves Federal Transit Administration (FTA) Section 5303 planning funds. These funds support transit planning activities and are included in the MPO's annual Unified Planning Work Program (UPWP), which combines the MPO's budget and work plan. The MPO receives and passes these funds through to UTD/Streamline with the City, serving as the MPO host, managing the associated processing and accounting.

The Metropolitan Transportation Planning Funding Agreement formalizes the reimbursement process – including contacts and timelines – and builds upon existing agreements, contracts, and federal requirements. It outlines the procedures and responsibilities for administering Section 5303 pass-through funds. The agreement is effective for five years and defines the respective responsibilities of both the City and the UTD.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As suggested by the Commission.

**FISCAL EFFECTS:** None.

Attachments:

[MPO Section 5303 Agreement.pdf](#)

Report compiled on: July 1, 2025