

Memorandum

REPORT TO: City Commission

FROM: Jamie Grabinski, Procurement Coordinator
Aaron Funk, Controller
Melissa Hodnett, Finance Director

SUBJECT: Ratify the City Manager's Approval for the FFY27 State Highway Traffic Safety Grant Application

MEETING DATE: May 5, 2026

AGENDA ITEM TYPE: Grant

RECOMMENDATION: Ratify the City Manager's Approval for the FFY27 State Highway Traffic Safety Grant Application

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

BACKGROUND: The State Highway Traffic Safety (STEP) grant is administered through the Montana Department of Transportation State Highway Traffic Safety Section.
The STEP grant opportunity is typically for Law Enforcement overtime for defined traffic mobilization periods. This application is requesting for one full-time law enforcement officer who will be dedicated to traffic enforcement including but not limited to the annual defined mobilization periods. The defined mobilization periods include Memorial Day, Labor Day, Holidays (Christmas and New Years) and our specific community special events. This grant opportunity provides funding for one 12-month period with the option to re-apply as available.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by Commission.

FISCAL EFFECTS: Total expenditures are to be \$132,094.22. Expenditures will be made in the General Fund and will be included in the adopted FY27 budget.

Attachments:
[STEP OT Combined App.pdf](#)

Report compiled on: April 23, 2026