

# Memorandum

**REPORT TO:** City Commission

**FROM:** Jeff Butts, MPO Manager

**SUBJECT:** Authorize the City Manager to sign the Federal Fiscal Year (FFY) 2026 Section 5303 Planning Contract with the Montana Department of Transportation (MDT) for the pass-through of Federal Transit Administration (FTA) Section 5303 Funds to the Urban Transportation District (UTD)

**MEETING DATE:** October 21, 2025

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

**RECOMMENDATION:** Authorize the City Manager to sign the Federal Fiscal Year (FFY) 2026 Section 5303 Planning Contract with the Montana Department of Transportation (MDT) for the pass-through of Federal Transit Administration (FTA) Section 5303 Funds to the Urban Transportation District (UTD).

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

**BACKGROUND:** The City of Bozeman serves as the host agency for the Gallatin Valley Metropolitan Planning Organization (MPO), which leads regional transportation planning and programs federal transportation funds within the Metropolitan Planning Area – encompassing the City of Bozeman, the City of Belgrade, and portions of Gallatin County, including Four Corners. In this role, the City administers and subawards federal transit planning funds under 49 U.S.C. § 5303 to the Urban Transportation District (UTD). Section 5303 metropolitan planning funds are apportioned to states and allocated to MPOs and their partners to support the cooperative, continuous, and comprehensive (“3-C”) planning process, including preparation of long range transportation plans and transportation improvement programs. These funds will be passed through to UTD for these purposes.

The subaward is funded through Federal Transit Administration (FTA) grant awards, updated annually, and conforms to applicable FTA and MPO requirements.

**UNRESOLVED ISSUES:** None.

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

**FISCAL EFFECTS:** None.

Attachments:

[FFY2026\\_SECTION\\_5303\\_PLANNING\\_CONTRACT.pdf](#)

Report compiled on: September 26, 2025