

Memorandum

REPORT TO: City Commission

FROM: Bernie Massey, Assistant Treasurer
Laurae Clark, City Treasurer
Kaitlin Johnson, Budget Manager

SUBJECT: Resolution to Levy and Assess Delinquent Snow Removal Charges

MEETING DATE: September 23, 2025

AGENDA ITEM TYPE: Resolution

RECOMMENDATION: **Consider the Motion:** *I move to Approve the Commission Resolution to levy and assess Delinquent Snow Removal Charges.*

STRATEGIC PLAN: 7.5. Funding and Delivery of City Services: Use equitable and sustainable sources of funding for appropriate City services, and deliver them in a lean and efficient manner.

BACKGROUND: Bozeman Municipal Code (BMC) 34.06 requires that property owners clear or treat snow and ice on sidewalks. In response to citizen complaints, a City Code Compliance Officer delivers notices to properties who are out of compliance. If the occupants do not respond to the notice by the date indicated, the city contracts for the removal of the snow and ice on their behalf. Property owners are then billed for the actual costs plus administrative charges incurred by the City of Bozeman. Resolution formally levies and assesses any unpaid bills for the 2024-2025 winter season.

UNRESOLVED ISSUES: None

ALTERNATIVES: As suggested by the City Commission

FISCAL EFFECTS: City budgets include contracted services for snow removal and associated revenue as is consistent with BMC. The delinquent charges proposed to be assessed would recover \$3,661.68 of expenses already incurred by the City

Attachments:

[Resolution Delinquent Snow Removal FY26.docx](#)

[Delinq Snow FY26.pdf](#)

Report compiled on: September 10, 2025