

# Memorandum

**REPORT TO:** Study Commission

**FROM:** Caeleb Heinen, Recording Study  
Mike Maas, Ex Officio

**SUBJECT:** Discussion and Decisions Items

**MEETING DATE:** February 18, 2026

**AGENDA ITEM TYPE:** Citizen Advisory Board/Commission

**RECOMMENDATION:**

1. Commission number discussion – tabled until March and April to coincide with District/Ward discussion
2. Continue learning:
  1. Mayor Structure
    1. Full time or Part time
    2. Pay structure
  2. City Manager Structure
    1. Keep Commissioner-Manager form
    2. Professional Requirements for hire
    3. Provide structure for contract and oversight for the City Manager
    4. Conditions to how Commissioners talk to staff

**STRATEGIC PLAN:** 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

**BACKGROUND:** Requested attachments:

1. Presiding Officer or Mayor from Dan Lansing Feb 5 (attached)
2. Various Models of Executive Power in Montana from Dan Lansing Feb 5 (attached)
3. Model City Charter Document
4. Fiscal implications of adding Commissioners at current salary (Ordinance Attached)
5. City Comparison Document (attached, not updated)
6. City Commission Work Session Notes
7. Full or part time commission information, including living wage salary ([MIT Living Wage Calculator for Gallatin County](#) , HUD Data and explanation attached)
8. Lansing Study (attached)
9. Three Out of State Cities from Commissioner Taylor (attached)

For informational purposes [Gallatin County Election](#) results are available online.

**UNRESOLVED ISSUES:** none identified

**ALTERNATIVES:** As per the City Study Commission

**FISCAL EFFECTS:** TBD

Attachments:

[Presiding Officer or Mayor.pdf](#)  
[Various Models of Executive Powers in Municipal Government.pdf](#)  
[Model City Charter 9th Edition.pdf](#)  
[23- Ordinances 2152 - Amending the Salaries and Expenses of the City Commissioners and Mayor of the City of Bozeman.pdf](#)  
[BCSC - City Commission Notes.pdf](#)  
[BCSC - Board Survey Results.pdf](#)  
[RE\\_ Bozeman AMI.pdf](#)  
[Lansing Charter Summary Report Final.pdf](#)  
[Mayor and Commission 3 cities.pdf](#)  
[Recruitment Brochure - City Manager 2020.pdf](#)  
[1150 City Manager 08 2022.doc](#)  
[Comparison Chart amended2.xlsx](#)

Report compiled on: January 29, 2026