

Memorandum

REPORT TO: Study Commission

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

SUBJECT: Discussion and Decisions Items

MEETING DATE: March 5, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION:

- **Motion:** *Should we keep the Commissioner-City Manager form of government?*
 1. 3.01 City manager: professional requirements (Masters Degree?), annual contract and annual 360 review - recommendation or put into the Charter?
 2. Recommendation opportunity: Commissioner norms and how they speak with staff in partnership with the City Manager
- Status for Mayor in section 2.03:
 1. Is the position of Mayor a full time position?
 2. Discussion on if they are paid a full time salary and if so then how is this determined

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
2. Various Models of Executive Power in Montana from Dan Lansing Feb 5
3. Model City Charter Document
4. Fiscal implications of adding Commissioners at current salary (Ordinance Attached)
5. City Commission Work Session Notes
6. Full or part time commission information, including living wage salary ([MIT Living Wage Calculator for Gallatin County](#) , HUD Data and explanation attached)
7. Lansing Study
8. Three Out of State Cities from Commissioner Taylor
9. Recruitment Brochure City Manager
10. City Manager Class Specification
11. City Comparison Document

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](#)

[Clark on CM contracts.docx](#)

Report compiled on: February 25, 2026