

Memorandum

REPORT TO: Study Commission

FROM: Mike Maas, Ex Officio

SUBJECT: Discuss and Determine the Study Commission Timetable

MEETING DATE: February 19, 2025

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: Discuss and determine the timetable for the Study Commission in order to meet the statutory requirement to publish an approved timetable within 90 days of the organizational meeting.

STRATEGIC PLAN: 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

BACKGROUND: The Study Commission is required by statute to publish its timetable within 90 days of the organizational meeting on how it plans to reach its Final Report.

This date would be March 9, 2025; in order to meet the requirements of the Chronicle to have legal notice published on Saturday, March 8, 2025, the timetable must be approved by the body no later than March 6, 2025.

A draft timetable is attached to facilitate discussion.

UNRESOLVED ISSUES: None identified

ALTERNATIVES: As per Study Commission

FISCAL EFFECTS: The timetable itself has no fiscal effect aside from the publication in the Chronicle; the activities contained within the timetable may have costs associated with them and will be addressed in future planning efforts.

Attachments:

[Draft Timeline by week numbers.pdf](#)

[Draft Timeline by week numbers.xlsx](#)

[Draft Timeline.xlsx](#)

[Study Commission Timetable.xlsx](#)

[Timetable Bozeman City Study Commission.docx](#)

Report compiled on: February 7, 2025

