

# Memorandum

**REPORT TO:** Board of Ethics

**FROM:** Mike Maas, City Clerk  
Jen Giuttari, Assistant City Attorney  
Greg Sullivan, City Attorney

**SUBJECT:** Review the City's Annual Boards' Ethics Training Curriculum

**MEETING DATE:** October 14, 2025

**AGENDA ITEM TYPE:** Administration

**RECOMMENDATION:** **Consider the Motion:** *I move to approve the City's annual boards' ethics training curriculum in accordance with the City's Charter.*

**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:** For the City Commission and Citizen Boards, the City Clerks' Office has created the included scenarios for the annual training. The City Clerks' Office will arrange an item to be placed on an upcoming agenda to receive the training.

The City of Bozeman will be utilizing the discussion format for board ethics training. To create the curriculum, the City Clerks' Office with assistance from the City Attorney's office, collaborated on issues or questions from the Code of Ethics that generally align with questions that have arisen through the last year surrounding Board operations. The goal is to make the material more familiar by using scenarios similar to what arises. Engaging in conversation helps everyone learn as a group and group discussion assists in thinking of ethics holistically, rather than a lecture format that is one-way presentation in a prescriptive manner.

**UNRESOLVED ISSUES:** None identified.

**ALTERNATIVES:** None suggested.

**FISCAL EFFECTS:** None

Attachments:  
[Ethics Scenarios with Answers.docx](#)

Report compiled on: October 9, 2025

