

Memorandum

REPORT TO: Study Commission

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

SUBJECT: Discussion and Potential Adoption of Study Plan

MEETING DATE: May 21, 2025

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: **Consider the Motion:** *I move to approve the Study Plan as presented.*

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

BACKGROUND: There are several topics that fall within categories that may be within the purview of the Study Commission, though this avenue may not be the best to affect the change they wish to see.

To rectify any misunderstandings about processes and to clarify the interplay of statutory requirements, shared powers, current operations, and how the Study Commission can address these topics that may not require any recommended changes to the form, powers, and structure of municipal government, the study plan proposes a Phase 1 to:

- hear from staff experts on potential operational changes within the current form and structure that may address some of the topics already;
- hear from the City Attorney about which topics are outside the purview of the Study Commission or are already prescribed in state law;
- pose the questions of the public, on how they would like to participate, and;
- identify outside entities and other communities that may provide insights on alternative approaches or best practices.

The purpose of Phase 1 is to identify the limitations of the City and potentially identify necessary recommendations to present to voters in addressing those limitations.

Phase 2 of the study plan proposes to investigate the potential changes that can only be accomplished by voter approved recommendations. These include but may not be limited to the bulleted items of “Commission,” “Legislative/Executive/Staff Balance,” and “Election” in the attached draft of

study items list. These investigations can be targeted at individual sub-points or take a more wholistic view of the larger category.

The study plan should also provide calendar dates, at a minimum, and locations when possible. Once locations, even broadly (e.g. West Side, MSU, etc.), the combined adopted plans of communications, outreach, and calendar/locations would complete the next phase of the Study Commission Timetable. The final portion of Phase 1, in conjunction with this timetable item, would constitute the “discovery plan” as identified in the Timetable.

A tentative schedule could be as follows:

- June 5 - City Manager operations and Citizen Boards
- June 25 – Budget process overview
- July 10 – Interneighborhood Council
- July 23* - Recall and Ballot Measures
- August 7 – Land Use and Housing Policy
- August 20 – Ethics
- September 4 – Mayor/Deputy Mayor Dynamic and Commission/Staff Communication
- September 17 – MSU institutional input and student views
- October 2
- October 15
- November 6

Each topic explored should have a summary document completed at the conclusion of each item of what was learned but, without recommendation(s). At the time to draft a tentative report, these summaries can be presented for decision of recommendations forming the “chapters” or “sections” of the tentative report, building the report in an iterative process.

Additionally, the Study Plan should consider inclusion of a public survey to gather additional data

UNRESOLVED ISSUES: Some of the concerns regard what are identified below:

- Trust/Transparency
- Mutual Respect
- Lobbying
- “Culture”
- Accountability and Ethics
- Executive Invested in Community
- Staff/Public Divide
- Social Policies (housing/policing/environment)
- Taxes + Fees
- MCA
- Nonprofits
- Growth vs. Quality of Life
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These may not have direct actions that are able to address them. Some of

them may be vague and difficult to pin down an approach or may be an end result that will need an upstream solution to help address.

ALTERNATIVES: As per the Study Commission

FISCAL EFFECTS: TBD

Attachments:

[Timeline of Bozeman Study Commission.pdf](#)

[List_of_Study_Items_Draft.docx](#)

Report compiled on: May 15, 2025