

Memorandum

- REPORT TO:** Study Commission
- FROM:** Caeleb Heinen, Recording Study
Mike Maas, Ex Officio
- SUBJECT:** Discussion and Decisions Items
- MEETING DATE:** January 28, 2026
- AGENDA ITEM TYPE:** Citizen Advisory Board/Commission
- RECOMMENDATION:**
1. Deputy Mayor: Section 2.03 (b) eliminate Deputy Mayor position
 2. Partisanship: Section 6.01 (a) Election of Mayor and Commissioners will continue to be nonpartisan or switch to partisan
 3. Filling Commissioner Vacancies: Section 2.06 (c) Filling of Vacancies shall occur within ___ days
 4. Other Elected Offices: Article IV
 5. Duties of Commissioners: Should there be a change in Section 2.01? Options include: keep it the same, make a comprehensive list, or state that the Commissioners must write a job description and then review it every 5 years.
 6. Number of Commissioners and Part-time/Full-time
 - a. Do we want Citizen Representation? Do we want the ability for Commissioners to work in Bozeman?
 - b. Mayor part-time/full-time: Section 2.03 (b)
 - c. Commissioner part-time/full-time: 2.01
 - d. Dictate salary or describe salary outcome or guidelines
- STRATEGIC PLAN:** 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.
- BACKGROUND:** After the discussion at the January 15 meeting the City Study Commission requested the following information:
Requested attachments:
1. Fiscal implications of adding Commissioners at current salary (Ordinance Attached)
 2. Survey results related to the decision topics listed above (Survey Results, January 15 notes, and Discussion Topic Attached)
 3. Model Cities Document pages 13-20 (Attached)
 4. Full or part time commission information, including living wage salary ([MIT Living Wage Calculator for Gallatin County](#) , HUD Data and explanation attached)
 5. City Comparison Document (attached)

UNRESOLVED ISSUES: none identified

ALTERNATIVES: As per the City Study Commission

FISCAL EFFECTS: TBD

Attachments:

[23- Ordinances 2152 - Amending the Salaries and Expenses of the City Commissioners and Mayor of the City of Bozeman.pdf](#)

[Bozeman.pdf](#)

[BCSC January 28th Topic Document .pdf](#)

[Pages 13-25 from Model-City-Charter9th-Edition.pdf](#)

[Municipal Comparison Chart.xlsx](#)

[BCSC - City Commission Notes.pdf](#)

[BCSC - Employee Survey Results.pdf](#)

[RE_ Bozeman AMI.pdf](#)

Report compiled on: January 22, 2026