

ORDINANCE 2098

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF BOZEMAN, MONTANA UPDATING THE DEPARTMENT TITLES OF ADMINISTRATIVE SERVICES AND PUBLIC WORKS TO REFLECT THE CITY'S CURRENT DEPARTMENT TITLES, AND ESTABLISHING THE DEPARTMENTS OF ECONOMIC DEVELOPMENT AND STRATEGIC SERVICES.

WHEREAS, the City Charter <u>vests in the City Commission all powers of the city</u>, and mandates the City Commission, <u>by ordinance</u>, to establish, alter or abolish any city department.

WHEREAS, the City of Bozeman department of administration was previously renamed, and the name currently assigned to the department shall now be reflected in the Bozeman Municipal Code as department of finance; and

WHEREAS, the City of Bozeman City Manager wishes to divide the department of public works into two new department titles so as to better reflect the specialties and work load of each department, thereby retiring the department and director title "public works"; and

WHEREAS, the City of Bozeman City Manager wishes to create a newly named department of transportation and engineering, which is administered by the director of transportation and engineering; and

WHEREAS, the City of Bozeman City Manager wishes to create a newly named department of utilities, which is administered by the director of utilities; and

WHEREAS, the City of Bozeman City Manager previously created the department of economic development, administered by the director of economic development, and Bozeman Municipal Code shall now reflect such a department; and

WHEREAS, the City of Bozeman City Manager previously created the department of strategic services, administered by the director of strategic services, and the Bozeman Municipal Code shall now reflect such a department.

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NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BOZEMAN, MONTANA:

Section 1

Bozeman Municipal Code. Section 2.04.010 shall be amended as follows:

Sec. 2.04.010. Administrative departments established.

- A. The following administrative departments of the city are established:
 - 1. Department of <u>financeadministrative services</u>;
 - 2. Department of fire;
 - 3. Department of human resources;
 - 4. Department of information technology;
 - 5. Department of law;
 - 6. Department of parks and recreation;
 - 7. Department of community development;
 - 8. Department of police; and
 - 9. Department of public works <u>Transportation and Engineering;</u>
 - 10. Department of Utilities;
 - 11. Department of Economic Development; and
 - 12. Department of Strategic Services.
- B. The commission may by ordinance establish, alter, or abolish city departments, officers, or agencies and may prescribe the functions of all departments, offices and agencies. The city manager may, by administrative order, transfer or add functions to the departments, to include organizing or reorganizing all divisions thereunder.

Section 2

Division 2 of the Bozeman Municipal Code shall be amended as follows:

DIVISION 2. – DEPARTMENT OF ADMINISTRATIVE SERVICES FINANCE

Section 3

All references throughout the Bozeman Municipal Code to the department of administrative services shall be replaced with the department of finance, as indicated in *Exhibit A* Page 2 of 7

to this Ordinance. *Exhibit A* shall not be codified and is attached to this Ordinance solely for legislative purposes.

Section 4

All references throughout the Bozeman Municipal Code to the director of administrative services shall be replaced with the director of finance, as indicated in *Exhibit A* to this Ordinance. *Exhibit A* shall not be codified and is attached to this Ordinance solely for legislative purposes.

Section 5

That Division 10 of the Bozeman Municipal Code shall be amended as follows:

DIVISION 10. - DEPARTMENT OF PUBLIC WORKS <u>TRANSPORTATION AND</u> ENGINEERING

Section 6

Bozeman Municipal Code. Section 2.04.1350 shall be amended as follows:

Sec. 2.04.1350. Director designated; powers and duties.

The director of transportation and engineering public works shall be the head of the department of transportation and engineering public works and shall work under the supervision and control of the city manager in all matters. The director shall discharge all of the duties prescribed by law for that officer, and as such shall manage and have charge of the construction, improvements, repair and maintenance of streets, sidewalks, alleys, lanes, bridges, viaducts and other public highways, and of all sewers and sewerage disposal plants, drains, ditches, culverts, canals, streams and watercourses. The director shall manage and have charge of the waterworks system owned by the city, and improvements thereon, and shall have charge of the enforcement of all obligations of privately owned or operated public utilities enforceable by the city. The director of transportation and engineering shall have charge and supervision of the making and preservation of all surveys, maps, plans, drawings and estimates for public work; and charge of the cleaning, sprinkling and lighting of streets and public places; and of the collection and disposal of waste; and charge and supervision of the preservation of papers, plans, tools and appliances belonging to the city and pertaining to the department of transportation and engineering public works. The director shall receive such salary as may be fixed by the city manager.

Section 7

All references throughout the Bozeman Municipal Code to the department of public works, shall be replaced with the department of transportation and engineering, as indicated in

Exhibit B to this Ordinance. *Exhibit B* shall not be codified and is attached to this Ordinance solely for legislative purposes.

Section 8

All references throughout the Bozeman Municipal Code to the director of public works shall be replaced with the director transportation and engineering, as indicated in *Exhibit B* to this Ordinance. *Exhibit B* shall not be codified and is attached to this Ordinance solely for legislative purposes.

Section 9

Article 4 of the Bozeman Municipal Code shall be amended to include the following new Division:

DIVISION 11.- DEPARTMENT OF UTILITIES.

Section 10

Article 4, Division 11 of the Bozeman Municipal Code shall be codified to include the following new Section:

Sec. 2.04.1380. Sewer connection requirements; director designated; powers and duties.

The director of utilities shall manage and have charge of the waterworks system owned by the city, and improvements thereon, and shall have charge of the enforcement of all obligations of privately owned or operated public utilities enforceable by the city. The director shall receive such salary as may be fixed by the city manager. The director of utilities shall have authority to compel the making of sewer connections whenever, in view of a contemplated street improvement which has been ordered by the commission, or as a sanitary regulation, a sewer connection should in the director's judgment be constructed. The director shall cause written notice requiring such construction to be given to the owner of each lot or parcel of land for which such connection is to be made. Such notice shall be served by the director of utilities or some person designated by the director in the manner provided for the service of summons in civil actions. Nonresidents of the city, or persons who cannot be found, may be served by one publication of such notice in a daily newspaper of general circulation in the city. It shall state the time within which such connections shall be constructed, and if they are not constructed within the time specified, they may be constructed by the city and the cost thereof, together with a penalty of five percent, assessed against the lots and lands for which such connections are made. Such assessments shall be certified and collected as other assessments for street improvements.

Section 11

All references throughout the Bozeman Municipal Code to the department of public works, shall be replaced with the department of utilities, as indicated in *Exhibit C* to this Ordinance. *Exhibit C* shall not be codified and is attached to this Ordinance solely for legislative purposes.

Section 12

All references throughout the Bozeman Municipal Code to the director of public works shall be replaced with the director utilities, as indicated in *Exhibit C* to this Ordinance. *Exhibit C* shall not be codified and is attached to this Ordinance solely for legislative purposes.

Section 13

That Article 4 of the Bozeman Municipal Code shall be amended to include the following new Division:

DIVISION 12.- DEPARTMENT OF ECONOMIC DEVELOPMENT (RESERVED).

Section 14

That Article 4 of the Bozeman Municipal Code shall be amended to include the following new Division:

DIVISION 13.- DEPARTMENT OF STRATEGIC SERVICES (RESERVED).

Section 15

Repealer.

All provisions of the ordinances of the City of Bozeman in conflict with the provisions of this ordinance are, and the same are hereby, repealed and all other provisions of the ordinances of the City of Bozeman not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 16

Savings Provision.

This ordinance does not affect the rights and duties that matured, penalties that were incurred or proceedings that were begun before the effective date of this ordinance. All other provisions of the Bozeman Municipal Code not amended by this Ordinance shall remain in full force and effect.

Section 17

Severability.

That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof, other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Bozeman Municipal Code as a whole.

Section 18

Codification.

Sections 10 through 15 of this Ordinance shall be codified and included as new divisions, as written above, in Chapter 2, Article 4 of the Bozeman Municipal Code, which is currently entitled *Administration: Departments*. Bozeman Municipal Code shall be amended to include new Sec. 2.04.1380, as set forth in Section 11 of this Ordinance.

Section 19

Effective Date.

This ordinance shall be in full force and effect thirty (30) days after final adoption.

PROVISIONALLY ADOPTED by the City Commission of the City of Bozeman, Montana, on first reading at a regular session held on the 1st day of February , 2022.

	CYN [*] FFIFA ¹ E ¹⁴ ANDRUS	-
ATTEST: DocuSigned by: Mike Maas MHKIE2NEAS	DocuSigned by:	
City Clerk		

DocuSign Envelope ID: 975FBAA7-BA0F-405A-88D3-50FA62D88152

Ordinance No. 2098, An Ordinance Updating City Dept. Titles

FINALLY PASSED, ADOPTED AND APPROVED by the City Commission of the City of Bozeman, Montana on second reading at a regular session thereof held on the <u>15thof</u> <u>February</u>, 20²². The effective date of this ordinance is <u>March 17</u>, 20²².

DocuSigned by:

CYNTHIA L. ANDRUS Mayor

ATTEST:

DocuSigned by: Mike Maas -F41F922095AB475 MIKE MAAS City Clerk



APPROVED AS TO FORM:

DocuSigned by:

Greg Sullivan

GREG SULLIVAN City Attorney

BOZEMAN MUNICIPAL CODE	CURRENT	REPLACEMENT
SECTION	LANGUAGE	LANGUAGE
Sec. 2.03.550. Financial disclosure statement.	administrative services	finance
Sec. 2.04.150. Director of	administrative services	finance
administrative services; appointment;		
powers and duties.		
Sec. 2.04.160. City manager duties.	administrative services	finance
Sec. 2.05.200. Board; donations.	administrative services	finance
Sec. 2.05.210. Recreation fees.	administrative services	finance
Sec. 2.05.1790. Annual reports.	administrative services	finance
Sec. 2.05.1970. Bozeman Downtown	administrative services	finance
Business Improvement District Board.		
Sec. 2.06.580. Monthly settlement and collection from county treasurer.	administrative services	finance
Sec. 2.06.590. Annual tax reports to commission; contents.	administrative services	finance
Sec. 2.06.600. Special assessments—	administrative services	finance
Collection procedure.		
Sec. 2.06.610. Same—Procedure for	administrative services	finance
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Sec. 2.06.630. Same—Form of notice and receipt.	administrative services	finance
Sec. 2.06.640. Same—Notice of payment deadlines and delinquency conditions.	administrative services	finance
Sec. 2.06.650. Same—Delinquency report.	administrative services	finance
Sec. 2.06.670. Same—Certificates to county clerk and county treasurer.	administrative services	finance
Sec. 2.06.680. Same—Notice publication required.	administrative services	finance
Sec. 2.06.690. Same—Payment procedure.	administrative services	finance
Sec. 2.06.700. Delinquent tax sales; director of administrative services	administrative services	finance
authority and duties.	1 • •• •	
Sec. 2.06.710. Reinstating special assessments.	administrative services	finance
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c. 2.06.680. Same—Notice adr	ministrative services	finance
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c. 2.06.690. Same—Payment adr	ministrative services	finance
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c. 2.06.700. Delinquent tax sales; adr	ministrative services	finance
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c. 2.06.710. Reinstating special adr	ministrative services	finance
sessments.		
c. 2.06.720. Special improvement adr	ministrative services	finance
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	ministrative services	finance
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	ministrative services	finance
nefits and other requirements.		
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04.030.		

See 8.02.020 Deg and set licenses	administrativa comicas	finance
Sec. 8.02.020. Dog and cat licenses—	administrative services	finance
Requirements generally; fee; expiration.		
Sec. 8.02.180. Enforcement for	administrative services	finance
	administrative services	Imance
violations; liability of owner; permit transfers.		
Sec. 12.02.080. Transfer of license.	administrative services	finance
Sec. 12.02.240. Compliance regarding	administrative services	finance
violations.	administrative services	Imance
Sec. 14.01.040. Sale of lots.	administrative services	finance
Sec. 14.01.050. Transfer of lots.	administrative services	finance
Sec. 14.01.050. Transfer of lots.	administrative services	finance
Sec. 14.01.080. Interment permit	administrative services	finance
required.		manec
Sec. 14.01.090. Disinterment.	administrative services	finance
Sec. 14.01.110. Expenditures; payment	administrative services	finance
of claims.		Innance
Sec. 14.01.130. Same—Fund	administrative services	finance
established; maintenance fee;		intunee
agreement and deposit conditions.		
Sec. 14.01.140. Same—Form of	administrative services	finance
agreement.		
Sec. 14.01.150. Same—Fund	administrative services	finance
recordkeeping and reports.		
Sec. 16.02.110. Abatement by city.	administrative services	finance
Sec. 16.02.120. Notice of assessment—	administrative services	finance
Appeal of charges.		
Sec. 16.08.160. License; application;	administrative services	finance
fee; change; confidentiality.		
Sec. 34.04.030. Fees; payments and	administrative services	finance
deposit.		
Sec. 34.04.060. Construction ordered by	administrative services	finance
city; warrant for payment of costs.		
Sec. 34.05.160. Suspension or	administrative services	finance
revocation of exclusive uses of public		
right-of-way.		
Sec. 40.02.710. Application; existing	administrative services	finance department
service; requirements.	office	
Sec. 40.03.680. Application and other	administrative services	finance department
service conditions.	office	

Sec. 40.03.1620. Sewer	administrative services	finance
connections; deferred payments		
authorized when.		

BOZEMAN MUNICIPAL	CURRENT LANGUAGE	REPLACEMENT
CODE SECTION		LANGUAGE
Sec. 2.04.1370. Engineer and	public works	transportation and
other department personnel.	I	engineering
	public service	transportation and
	1	engineering
Sec. 2.06.1630. Definitions.	director of public service	director of transportation and
	-	engineering
Sec. 2.06.1660. Water impact	public service	transportation and
fees.		engineering
Sec. 10.03.110. Same—	public works	transportation and
Issuance restrictions and		engineering
moving conditions.		
Sec. 16.06.070. Exceptions.	public service	transportation and
		engineering
Sec. 28.03.050. Permitted	public works	transportation and
locations.		engineering
Sec. 32.02.010. Definitions.	public works	transportation and
		engineering
Sec. 32.02.020. City collection	public works	transportation and
of solid waste.		engineering
Sec. 32.02.030. Collection and	public works	transportation and
disposal by city; exemptions;	public works	engineering
article provisions not		engineering
exclusive.		
Sec.	public works	transportation and
32.02.050. Administration;		engineering
rules and regulations.		B
Sec. 32.02.110. Violation;	public works	transportation and
penalty.	1	engineering
Sec. 34.02.030. Work in	public works	transportation and
streets; permit required;	-	engineering
interfering with authorized		
work prohibited.		
Sec. 34.02.040. Obstructing	public works	transportation and
or encumbering streets;		engineering
permit required.		
Sec. 34.02.050. Structures in	public works	transportation and
streets; permit required.		engineering
Sec. 34.02.060. Obstructions;	public works	transportation and
warning signals required.		engineering

Sec. 34.02.070. Removal of	public works	transportation and
litter or obstructions; notice;		engineering
work performed by city		
when; costs.		
Sec. 34.02.080. Removal of	public works	transportation and
obstructions; time limit;		<u>engineering</u>
interfering when work		
performed by city prohibited.		
Sec. 34.02.090. Violations;	public works	transportation and
penalties.		engineering
Sec. 34.04.020. Repair of	public works	transportation and
sidewalks by abutting		engineering
owners; failure to repair.		
Sec. 34.05.020. Definitions.	public works	transportation and
		engineering
Sec.	public works	transportation and
34.05.100. Encroachments		engineering
permitted under this article;		
additional standards.		
Sec. 34.05.110. Notification of	public works	transportation and
name or address change.		engineering
Sec. 34.05.130. Special event	public works	transportation and
or temporary permits.		engineering
Sec. 34.05.140. Fees.	public works	transportation and
		engineering
Sec. 34.05.150. Suspension	public works	transportation and
and revocation of permits for		engineering
non-substantial		
encroachments.		
Sec. 34.05.160. Suspension or	public works	transportation and
revocation of exclusive uses of		engineering
public right-of-way.		
Sec. 34.06.010. Definitions.	public works	transportation and
		engineering
Sec. 34.06.020. Snow and ice	public works	transportation and
to be removed from		engineering
sidewalks.		
Sec. 34.06.050. Appeals.	public works	transportation and
		engineering
Sec. 34.08.200. Notice to city	public works	transportation and
and other officials.		engineering

Sec. 36.01.020. Definitions.	nublic montro	turnen outstion and
Sec. 30.01.020. Definitions.	public works	transportation and
	11' 1	engineering
Sec. 36.01.060. Emergency	public works	transportation and
and experimental regulations		engineering
authorized when.	1.1. 1	
Sec. 36.02.030. Violation of	public works	transportation and
chapter; penalty.		engineering
Sec. 36.03.020. Horns and	public works	transportation and
warning devices required.		engineering
Sec. 36.03.050. Size and	public works	transportation and
weight of vehicles, trailers,		engineering
loads and tires; state		
regulations applicable.		
Sec. 36.03.490. Turning	public works	transportation and
markers; placement		engineering
authorized; driver obedience		
required.		
Sec. 36.03.500. Restricted	public works	transportation and
right, left or U-turns; signs		engineering
authorized.		
Sec. 36.04.030. Locations	public works	transportation and
where prohibited.		engineering
Sec. 36.04.040. Prohibited	public works	transportation and
near hazardous or congested		engineering
areas.		
Sec. 36.04.060. Standing or	public works	transportation and
parking—One-way streets.		engineering
Sec. 36.04.070. Same—One-	public works	transportation and
way roadways.		engineering
Sec. 36.04.080. Additional or	public works	transportation and
temporary parking		<u>engineering</u>
regulations.		
Sec. 36.04.090. Parking signs	public works	transportation and
required.		engineering
Sec. 36.04.100. Angle	public works	transportation and
parking.		engineering
Sec. 36.04.130. Private	public works	transportation and
parking signs prohibited		<u>engineering</u>
without permit.		
Sec. 36.04.150. Narrow street	public works	transportation and
parking restrictions.		engineering
Sec. 36.04.170. Parking	public works	transportation and
restrictions near schools.		engineering

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Sec. 36.04.190. Special needs	public works	transportation and
bus loading/unloading zones;		<u>engineering</u>
establishment; parking		
restrictions.		
Sec. 36.04.200. Tow-away	public works	transportation and
zones; establishment; parking		engineering
restrictions.		
Sec. 36.04.240. Large	public works	transportation and
vehicles; parking restrictions.		engineering
Sec. 36.04.280. Loading	public works	transportation and
zones.		engineering
Sec. 36.04.290. Loading and	public works	transportation and
unloading; backing into curb		engineering
permitted when.		
Sec. 36.04.310. Bus stops and	public works	transportation and
taxi stands.		engineering
Sec. 36.04.360. Montana State	public works	transportation and
University Residential On-		engineering
Street Parking Permit		
Regulation Program.		
Sec. 36.04.365. Bozeman	public works	transportation and
Senior High School		engineering
Residential On-Street		
Parking Permit Regulation		
Program.		
Sec. 36.05.010. Installation;	public works	transportation and
director of public works		engineering
authority.		
Sec. 36.05.070. Traffic lanes,	public works	transportation and
crosswalks, and safety zones;		engineering
when designation authorized.		
Sec. 36.06.010. Designation;	public works	transportation and
sign placement; traffic		<u>engineering</u>
movement restricted.		
Sec. 36.07.010. General rule.	public works	transportation and
		engineering
Sec. 36.08.010. Determination	public works	transportation and
and designation.		engineering
Sec. 36.08.020. Intersections	public works	transportation and
with arterial and through		engineering
streets.		
Sec. 36.09.050. Routes	public works	transportation and
established.		engineering

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Sec. 40.02.1100. Rules and	public works	transportation and
regulations adopted; part of		engineering
contract with customer.		
Sec. 40.06.010. Adoption of	director of public works	director of transportation and
the Montana Public Works		engineering
Standard Specifications.	director of public service	director of transportation and
		engineering
Sec. 40.06.020. Adoption of	public service	transportation and
City of Bozeman		engineering
Modifications to the Montana		
Public Works Standard		
Specifications.		
Sec. 40.06.030. Adoption of	public service	transportation and
the city design standards and		engineering
specifications policy.		
Sec. 40.06.040. Amendment	public service	transportation and
of the city modifications to		engineering
the MPWWS and city design		
standards and specifications		
policy.		

BOZEMAN MUNICIPAL	CURRENT LANGUAGE	REPLACEMENT
CODE SECTION		LANGUAGE
Sec. 40.02.150. Interfering	public works	utilities
with or polluting water		
supply prohibited.		
Sec. 40.02.350. Waiver of	public works	<u>utilities</u>
regulations; conditions.		
Sec. 40.02.1100. Rules and	public works	utilities
regulations adopted; part of		
contract with customer.		
Sec. 40.02.1270. Authority to	public works	<u>utilities</u>
restrict outdoor use of water.		
Sec. 40.02.1290. Sprinkling	public works	<u>utilities</u>
systems; timing.		
Sec.40.02.1300. Landscaping;	public works	<u>utilities</u>
seeding; sodding; planting.		
Sec. 40.02.1310. Notice	public works	<u>utilities</u>
required.		
Sec. 40.02.1330. Exception to	public works	<u>utilities</u>
maintain sanitation.		
Sec. 40.03.330. Waiver of	public works	<u>utilities</u>
regulations; conditions.		
Sec. 40.03.910. Definitions.	public works	utilities
Sec. 40.03.930. Discharge	public works	<u>utilities</u>
prohibitions.		
Sec. 40.03.1115. Local limits.	public works	<u>utilities</u>
Sec. 40.03.1150. Sampling,	public works	<u>utilities</u>
analysis and inspection.		
Sec. 40.03.1160. Reporting	public works	<u>utilities</u>
and compliance		
requirements.	11' 1	
Sec. 40.03.1240. Notification	public works	utilities
of violation.	public works	utilities
Sec. 40.03.1250. Consent orders.		<u>utilities</u>
Sec. 40.03.1260. Show cause	public works	utilities
hearing.		
Sec. 40.03.1270. Compliance	public works	utilities
orders.		
Sec. 40.03.1280. Cease and	public works	utilities
desist orders.	r ·····	
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Sec. 40.03.1290. Administrative fines.	public works	utilities
Sec. 40.03.1620. Sewer connections;deferred payments authorized when.	public service	utilities
Sec. 40.04.070. Definitions.	public works	<u>utilities</u>