



CITY OF BLOOMINGTON
Parks and Recreation

Advisory Council Policies - 5030

Date: April 8th, 2020 Accreditation Standard #: 1.1.1.2; 3.5

POLICY RE: Environmental Resource Advisory Council (ERAC)

Advisory Council Established

There is created an Environmental Resource Advisory Council (ERAC) composed of five (5) regular voting members and four (4) special voting members (see below).

Qualifications of Council Members-

The regular members of the council shall be qualified electors of the City or county and shall serve without compensation. The members of the council shall hold no other elected or paid public office in the City with the exception of required special members.

Special Members

Four additional members shall serve on the council as ex-officio, voting members. Special members shall reside or own property within the city of Bloomington or Monroe County. One member shall possess expertise in natural resource management, one member shall represent the City of Bloomington's Environmental Commission, one member shall possess expertise in outdoor recreation and environmental education, and one member shall possess expertise in water resource management.

There shall be one special non-voting member that shall serve as the liaison from the Bloomington City Council.

Term of Office and Vacancies of Council

Members of the council shall generally serve for a period of two (2) years. Initially terms of five (5) members shall expire 1996 in years ending in an even number (for example: December 31, 1996) and every two (2) years thereafter and the terms of four (4) council members shall expire 1997 in years ending in an odd number (for example: December 31, 1997) and every two (2) years after that. Vacancies on the council occurring otherwise than by expiration of term shall be filled in a manner set forth by the Board of Park Commissions. All members shall serve at the pleasure of the Board of Park Commissioners.

Appointments to Council

Appointments to the council and the filling of vacancies shall be made by the Board of Park Commissioners. Vacancies shall be filled for the amount of time left in the un-expired term only.

Organization of Council

At its first regular meeting following January 1 of each year, the members of the council shall elect the chair and a vice-chair who shall hold office for one year. The chair shall preside over meetings, appoint appropriate sub-committees, direct the affairs and establish the meeting agenda of the council. In the absence of the chair, the duties of this office shall be performed by the vice chair.

Procedure

The council shall adopt rules and regulations to govern procedure and shall set a time for regular meetings which will be held at least six times per year unless a meeting needs to be cancelled due to extenuating circumstances.

Quorum

A majority of members shall constitute a quorum for the purpose of taking action on any agenda items.

Absence from Council Meetings

Absence of a member from two consecutive meetings, without notification, constitutes the voluntary resignation of such absent member and the position shall be declared vacant.

Minutes of Council Meetings

The Administrator of the Parks and Recreation Department shall appoint a secretary to maintain accurate minutes of the activities and official actions of the council. This secretary shall also serve as the staff liaison between the council and the Parks and Recreation Department.

Council Duties and Responsibilities

The duties and responsibilities of the Environmental Resource Advisory Council (ERAC) shall be to:

- a. Act in an advisory capacity to the Board of Park Commissioners in all policy matters pertaining to the operations of City natural areas or facilities and to cooperate with other civic groups and governmental agencies in the protection of environmental resources within the Bloomington community;
- b. Review and assist in the formulation of policies relating to use of and protection of environmentally sensitive and natural areas for approval by the Board of Park Commissioners;
- c. Meet with the Board of Park Commissioners annually to discuss proposed policies, programs, budgeting, future needs or other matters requiring joint deliberation;
- d. Recommend to the Board of Park Commissioners the protection and enhancement of environmentally sensitive areas, facilities, or natural areas;

- e. To assist the Board of Park Commissioners in communicating to the citizens the difficulties faced by the Board in financing the acquisition and enhancement of new and existing areas and facilities;
- f. Assisting in increasing revenues from all possible sources as a means of protecting and enhancing City owned natural areas;
- g. Assist natural resource programs by volunteering to conduct field studies, develop curricula or interpretive programs, assist at special events; or other duties as requested by Parks and Recreation staff;
- h. Assist the Board of Park Commissioners in the acquisition and development of additional areas and facilities as necessary to provide quality natural areas, providing review to ensure limited resources are properly allocated for maintenance, upkeep, and capital improvements;
- i. Work closely with Environmental Commission, City of Bloomington Tree Commission, Commission on Sustainability and Resilience, and local public, private, and semi-private organizations in a mutually cooperative manner for the betterment of the environment.