

City of Bloomington Common Council
Committee on Council Processes, Monday, July 14, 2025, 12:15 pm
Hooker Conference Room (#245), Showers Building, 401 N. Morton Street

The public may also access the meeting at the following link:

<https://bloomington.zoom.us/j/81856368669?pwd=yZJcXAhq7Fy1vCUJjCZb8VvS1TqpgX.1>

AGENDA

Chair: Isabel Piedmont-Smith

- 1) Agenda review and approval
- 2) Old business
 - a) Sign-in for public comment at meetings
 - b) Alternative public feedback mechanism(s) on legislation
 - c) Proposal for the planning and scheduling of deliberation sessions (see attached)
 - d) Proposal for Councilmember liaisons to boards and commissions
 - e) Title 2 overhaul and Administrative Manual
- 3) New business
Possible merger of Environmental Commission and Commission on Sustainability OR
reducing membership of each commission (request from mayor's office)
(see attached excerpts from municipal code)
- 4) Public comment
- 5) Adjournment

Bloomington City Committee on Council Processes meetings can be watched on the following websites:

- Community Action Television Services (CATS) – <https://catvstv.net>
- YouTube – <https://youtube.com/@citybloomington>

Background materials and packets are available at <https://bloomington.in.gov/council/processes/meetings?year=2025>

Pursuant to applicable law and policy, the following details are provided regarding the officers serving on this committee:

- Committee Members: Isabel Piedmont-Smith (Chair), Matt Flaherty, Sydney Zulich, Courtney Daily
- Appointed by: Council President
- Term: Beginning 1/8/2025; Expiration 1/7/2026

Posted July 10, 2025
Revised July 11, 2025

Proposal for Planning Deliberation Sessions of Council

Submitted by CM Piedmont-Smith and CM Daily, April 9, 2025

Purpose and Values: All Councilmembers should be able to suggest topics and formats for deliberation sessions, which are on the calendar for 2025 on the second Wednesday of each month (as Committee/Deliberation). As with agendas for regular sessions, the Council President, after due consultation, is responsible for the scheduling of topics for deliberation sessions. Councilmembers who propose a topic should assume responsibility for helping to plan the session if/when it is scheduled. To foster truly open dialogue with constituents, at least two deliberation sessions with full public engagement (beyond time at the microphone) should take place within each calendar year.

Proposal: Any CM or set of CMs can propose a topic and an appropriate format for a deliberation session. The CM(s) should consider the following questions.

What is the purpose of the session?

1. Discussion of a community problem (like the August 2024 session on homelessness)
2. Development of legislation/policy regarding the issue (like the Sept. 2024 session on homelessness)
3. Discussion of legislation that is being developed (like the Nov. 2024 session on the proposed Transportation Committee)
4. Discussion of legislation after first reading

What is the format that best serves the purpose, and how will the public be engaged?

1. CMs at the dais, with public comment at the microphone
2. CMs in a rectangle facing each other, with public comment at the microphone and/or members of the public joining the rectangle for discussion
3. Breakout groups with the public following presentation of the question and instructions for discussion - ***This will require facilitators***
4. Other?

Process for proposing sessions

- Create a Google sheet where CMs enter a topic, format and preferred date of a deliberation session (for one of our regularly scheduled 2nd Wednesdays). See sample below. The sheet should be set up so that all CMs are notified when new proposals are entered.
- Other CMs could “upvote” proposed sessions by adding their support in the Google sheet.

- The Council President would then schedule the topics, in consultation with other Council officers, Council staff, and the Clerk at biweekly scheduling meetings.

Topic & preferred date	Stage you are in the legislative process	Type of meeting envisioned	Type of public engagement	Format of session	Need for facilitator(s)?
	Drop-down list options				
	Brainstorming and/or researching	Discussion of community problem	Break-out groups	Break-out groups	Yes
	Outline of legislation	Development of legislation	Comments at the mic	CMs around a table	No
	Draft legislation	Discussion of legislation that is being developed	Include in discussion at the table	CMs at the dais	
	Completed legislation	Discussion after 1st reading	Other (Specify)	Other (Specify)	
EXAMPLE:					
Snow removal from sidewalks, Sept. 10, 2025	Brainstorming	Development of legislation	Comments at the mic	CMs around a table	no

Process for running sessions

If the session is proposed to include active public engagement (anything beyond regular public comment), the CM(s) who propose(s) the session must commit to helping with planning, including engagement of and coordination with facilitators.

Balance of types of sessions

We propose that two sessions per calendar year include active public engagement via breakout groups or other direct discussion between CMs and members of the public.

2.12.050 Environmental commission.

- (1) Purpose. It is declared to be the public policy of the City of Bloomington and the purpose of this section to promote the stewardship and preservation of the city's environment and natural resources by seeking out and responding to emerging issues, addressing them with sound long-term policy recommendations, and increasing local environmental awareness and engagement.
- (2) Appointments. The commission shall consist of twelve members, six appointed by the mayor and six appointed by the common council.
- (3) Qualifications. Preference for appointments shall be given to persons with expertise in environmental fields.
- (4) Meetings. The commission shall meet a minimum of once each month.
- (5) Powers and Duties. The commission shall have the following powers and duties:
 - (a) To adopt administrative rules and regulations for the conduct of its business.
 - (b) To encourage, conduct, synthesize, and report on studies, investigations, and research relating to emerging issues in Bloomington and make recommendations to the appropriate public and private bodies.
 - (c) To collect and disseminate information through outreach efforts that encourage engagement and personal commitment to strengthening Bloomington's environmental health.
 - (d) To collaborate with all departments and governmental branches of the city concerning the impacts of their operations and policies on the city's environment and natural resources, through the development and distribution of reports, memos, and resolutions.
 - (e) To work with city staff to apply for, provide input on, accept, receive and administer grants or other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this section. Such funds received by the commission pursuant to this subdivision shall be deposited in accordance with the administrative regulations of the commission.
 - (f) To cooperate with partners or groups within or outside of Bloomington on matters of environmental well-being such as responsible stewardship of biodiversity, air and water quality, and land use.
 - (g) Submit an annual report, in writing, to the mayor and common council.

(Ord. 83-6 § 2 (part), 1983).

(Ord. No. 14-11, §§ 20—23, 7-2-2014; Ord. No. 2025-05, § 1(Attach. 1), 2-19-2025)

2.12.100 Bloomington Commission on Sustainability.

- (1) Public Policy and Purpose. The purpose of the Bloomington Commission on Sustainability is to promote and advance sustainable policies and practices in Bloomington across environmental, social, and economic dimensions. Broadly, sustainability can be seen as a community or society meeting its needs without compromising the ability of future generations to meet their needs. The United Nations Sustainable Development Goals (SDGs) provide a more detailed and comprehensive framework for organizing and prioritizing sustainability goals and actions. The SDGs shall guide the commission's work, along with sustainability components of relevant city plans, including the comprehensive plan, climate action plan, and sustainability action plan.
- (2) General. This section is subject to the general provisions of Section 2.08.020 of the Bloomington Municipal Code.

-
- (3) Appointments and Residency. The commission shall consist of fourteen members. Six of the members shall be appointed by the mayor and six shall be appointed by the common council. No more than two of the mayor's appointments and no more than two of the common council appointments may be citizens who live outside the corporate city limits of Bloomington and within Monroe County. One of the six common council appointments shall be a member of the common council. One of the members shall be appointed by the Monroe County Commissioners from Monroe County government. And, the Director of the Indiana University Office of Sustainability or his/her designee shall serve as the ex-officio member from Indiana University. All members shall have a vote and shall serve without compensation.
- (4) Qualifications. Sustainability is an interdisciplinary concept. As such, the commission's membership shall reflect environmental, social and economic perspectives, unified by the common interest of sustainability. The commission shall draw its members from government, business, academia, not-for-profits and neighborhood associations.
- (5) Officers. Officers shall be selected by vote of the commission members annually.
- (6) Meetings. The commission shall meet one time each month, every month of the year, unless it decides to cancel the meeting.
- (7) Staffing. The city's sustainability coordinator shall serve as staff liaison to the commission. The liaison will research and pursue funding opportunities for sustainable development, engage in education and outreach, and identify "best practices." The city administration shall provide general administrative support for the commission.
- (8) Powers and Duties. The commission shall have the following powers and duties:
- (A) To coordinate ongoing and to propose and promote new sustainability initiatives among residents, businesses, government, nongovernmental organizations and educational institutions, including outreach, research, and education programs;
 - (B) To advise and make recommendations to the Bloomington Common Council, city administration, and city boards and commissions on policies and programs that infuse the work of city government with an operating philosophy based on sustainability and community resilience;
 - (C) To provide recommendations for assessing, or provide an assessment of, Bloomington's current and future sustainability status, in cooperation with city staff and other city boards and commissions as appropriate, including through the potential use of sustainability indicators or based on the goals of existing plans;
 - (D) To advise, consult and cooperate with other agencies, boards and commissions of the City of Bloomington, the state, other local governments, industries, other states, interstate or interlocal agencies, and the federal government, and with interested persons or groups on matters of sustainability;
 - (E) To adopt administrative rules and regulations for the conduct of its business; and,
 - (F) To research and apply for grants or other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this section.
 - (G) To submit an annual report, in writing, to the mayor and common council.

(Ord. 08-02 § 1, 2008; Ord. 05-15 § 1, 2005).

(Ord. No. 09-20, § 1, 11-4-2009; Ord. No. 14-11, §§ 32-35, 7-2-2014; Ord. No. 2025-05, § 1(Attach. 1), 2-19-2025)