



CITY OF BLOOMINGTON COMMON COUNCIL

AGENDA
SPECIAL COMMITTEE ON COUNCIL PROCESSES
THURSDAY | 5:15 PM
15 AUGUST 2024

*Allison Conference Room (#225), Showers Building, 401 N. Morton Street
The public may also access the meeting at the following link:*

<https://bloomington.zoom.us/j/86842467212?pwd=J82GBpEV2XnXdUUbFlbCha6KcUinDa.1>

Chair: Isabel Piedmont-Smith

1. Agenda review and approval
2. City boards and commissions
 - Review of possible Title 2 revisions regarding purpose/duties and annual reporting requirements of boards and commissions
 - Discussion of proposed merger of the Traffic Commission, the Bicycle and Pedestrian Safety Commission, and the Parking Commission

PUBLIC COMMENT

3. Reminders of other topics
 - Engagement with stakeholders (for example, invitations to future meetings)
 - Revisions to format and process for regular sessions of Council
 - Incorporating equity into Council processes (CM Flaherty)
 - Code of Conduct for board and commission members (CM Rollo)
 - Training for board/commission staff liaisons and members (wait for new Deputy Clerk position to be filled?)

PUBLIC COMMENT

4. Goals, timeline, and schedule for the rest of 2024
5. Public comment (items not on the agenda)
6. Adjournment

Special Committee on Council Processes

Possible Title 2 Changes

- 1) **Mission/purpose statements of boards and commissions**
- 2) **Annual reports to be made by boards and commissions**

Notes compiled by Isabel Piedmont-Smith in August 2024 based on draft prepared by Stephen Lucas in May/June 2024

Overall notes

General Edits

Remove references to specific groups (like for the Commission on Aging)

Identification of concerns, problems – commissions should not assume there is a generally understood and accepted set of problems in their topic area

Deficit frames (marginalized community, disadvantaged community) should be reworded? Removed?

General Format

Separate purpose from the powers and duties?

Purpose
Powers and Duties

Apply to all boards and commissions

- 1) Either in a new, preliminary section of BMC 2.12, or add to every board and commission “powers and duties”:
To adopt administrative rules and regulations for the conduct of its business
- 2) Powers and Duties. *The commission’s powers and duties include, but are not limited to, the following:*

List of Boards and Commissions

Proposed revisions are marked using “track changes”

Text in purple is feedback sent from the board/commission in response to the SCCP’s request.

BLOOMINGTON ARTS COMMISSION

Current

BMC 2.12.020(a)

Public Policy and Purpose. The city of Bloomington recognizes that the arts are an important part of the culture and economy of the community, and that the city has a responsibility to foster an environment conducive to the community's participation in the

arts. The conservation and development of the city's artistic resources are essential to the social, educational, and economic ~~growth-vitality~~ of the city. Artists, works of art, and artistic institutions contribute to the quality of life and the general welfare of the citizens of Bloomington. The arts should be accessible to all, and traditionally underserved communities should be particularly encouraged to participate in and expand the Bloomington arts community.

BMC 2.12.020(f)

Powers and Duties. The commission's powers and duties include, but are not limited to, the following:

- (1) Develop and present to the city a public art plan, which is a list of potential public art projects to be coordinated by the commission and produced as a collaborative effort by the city and/or other civic entities;
- (2) Develop and administer programs to achieve the commission's purpose;
- (3) Inform the common council, city administration, and city boards and commissions on current arts issues, and offer policy recommendations and advice; and,
- (4) Adopt administrative rules and regulations, adopt procedures, conduct activities and form committees, necessary to conduct the commission's business.
- (5) Report in writing on its activities to the common council and the mayor annually.

Response/Suggestions from Commission

Commission still hoped to review and provide relevant feedback (likely to be taken up during BAC's August meeting).

COMMISSION ON AGING

Current

BMC 2.23.090(e)

Purpose and Duties. ~~The commission's purpose and duties include the following:~~The commission may do the following:

- (1) ~~Develop study~~Assess the committees-addressing concerns of seniors in health and wellness, housing, transportation, employment, social services and recreation; and
- (2) Encourage the development of programs of particular benefit to senior citizens; and
- (3) Apply for grants as may contribute to the strengthening and refining of a coordinated program to benefit senior citizens, upon approval of such grant applications by the appropriate city official (s); and
- (4) Serve as a catalyst to promote positive public and private remedies to the multi-faceted challenges confronting seniors in our community (see section 1 above) and the resulting effects on the entire community; and
- (5) Network with ~~like-minded~~other groups dealing with matters of aging and older populations, such as the AARP, Active Aging Coalition, Area 10 Council on Aging,

~~RSVP, and other relevant local agencies~~, sharing ideas, information, data and future plans; and
(6) Celebrate the contributions seniors make to the Bloomington community; and
(7) In the pursuit of these purposes, the commission may appoint additional volunteers and commission associates.

NOTE: Annual reporting requirement already exists in 2.23.090(g)

Response/Suggestions from Commission

The Commission on Aging suggested removing the text in red below, as some of the names of these groups are outdated.

BMC 2.23.090(e)

Purpose and Duties. The commission may do the following:

- (1) Develop study committees addressing concerns of seniors in health and wellness, housing, transportation, employment, social services and recreation; and
- (2) Encourage the development of programs of particular benefit to senior citizens; and
- (3) Apply for grants as may contribute to the strengthening and refining of a coordinated program to benefit senior citizens, upon approval of such grant applications by the appropriate city official (s); and
- (4) Serve as a catalyst to promote positive public and private remedies to the multi-faceted challenges confronting seniors in our community and the resulting effects on the entire community; and
- (5) Network with like-minded groups ~~such as the AARP, Active Aging Coalition, Area 10 Council on Aging, RSVP,~~ and other relevant local agencies, sharing ideas, information, data and future plans; and
- (6) Celebrate the contributions seniors make to the Bloomington community; and
- (7) In the pursuit of these purposes, the commission may appoint additional volunteers and commission associates.

COMMISSION ON HISPANIC AND LATIN~~XO~~ AFFAIRS

Current

BMC 2.23.080(5)

Purpose and Duties. ~~The commission's purpose and duties include the following: The commission shall do the following:~~

- (a) ~~Study which challenges~~ Develop action committees addressing the challenges of members of the Hispanic and Latin~~xo~~ population ~~face~~ in the areas of education, health, employment and public safety; and
- (b) Serve as a catalyst to promote positive public and private remedies to the ~~multi-faceted~~ issues confronting Latinos and Hispanics in our community (~~identified in section a) and the resulting effects on the entire community;~~ and
- (c) Network with ~~like-minded~~ other state and local groups ~~such as the Indiana Commission on Hispanic/Latino affairs, Su Casa Columbus, Indiana University Latino~~

Cultural Center (La Casa) and local organizations formed to represent and/or celebrate Hispanic and Latinx populations. to share ideas and information and to collaborate on projects where appropriate; and
(d) Celebrate Latinx and Hispanic history and contributions to the Bloomington community and in the United States.

NOTE: Annual reporting requirement already exists in 2.23.080(6)

Response/Suggestions from Commission

BMC 2.23.080(5)

Purpose and Duties. The commission shall do the following:

(a) Develop action committees addressing the challenges of members of the Hispanic and Latino population in the areas of education, health, employment and public safety; and

Feedback: The Commission is changing its membership due to 3 members having resigned, after having appointed the new members new action committees will be established in the areas of education, health, employment, and public safety.

(b) Serve as a catalyst to promote positive public and private remedies to the multi-faceted issues confronting Latinos and Hispanics in our community and the resulting effects on the entire community; and

Feedback: The Commission has served as a liaison to promote more and better opportunities for Latinos and Hispanics with other Community partners. A partnership started with Boston Scientific Corporation, which represents one of the largest employers for Hispanic and Latino families living in Bloomington.

(c) Network with like-minded groups such as the Indiana Commission on Hispanic/Latino affairs, Su Casa Columbus, Indiana University Latino Cultural Center (La Casa) and local organizations to share ideas and information and to collaborate on projects where appropriate; and

Feedback: The Commission has worked closely with some of these groups and served as a liaison to promote more and better opportunities for Latinos and Hispanics, by sharing information and providing advice to Latino students at Indiana University Latino Cultural Center (La Casa), by collaborating on informational and assistance programs with El Centro Comunal Latino, by assisting HoosierHills Food Bank every 3rd Monday of the month in the Heatherwood food pantry for Latino and Hispanic families, by meeting with St Paul's Catholic Center Latino and Hispanic community.

(d) Celebrate Latino and Hispanic history and contributions to the Bloomington community and in the United States.

Feedback: The Commission has celebrated Latino and Hispanic history and contributions to the Bloomington community and the United States by hosting a table in La Fiesta del Otoño and by introducing a Parks and Recreation event that recognizes the Latino culture within the National Hispanic Heritage Month, by participating in the Black y Brown Arts Festival, by writing informative and cultural articles in Boletin Comunitario, by interviewing inspiring and successful Hispanic and Latino community members in the Spanish WFHB Community radio show Hola Bloomington.

Does this accurately reflect and capture the activities of the Commission? Would the Commission suggest any revisions to this language and, if so, what are those revisions?

Feedback: Yes, this reflects the main activities and purpose of the Commission on Hispanic and Latino Affairs. No need to change the language, except to remove “the Indiana Commission on Hispanic/Latino Affairs and Su Casa Columbus Network” from the list mentioned in BMC 2.23.080(5)(c).

COMMISSION ON THE STATUS OF BLACK MALES

Current

BMC 2.23.070(5)

Purpose and Duties. ~~The commission's powers and duties include, but are not limited to, the following: The commission shall do the following:~~

~~(a) (a) Study which challenges~~ ~~Develop action committees addressing problems of~~
Black males ~~face in the realms of~~ education, health, criminal justice and employment; and

~~(b) Work to address the challenges identified in section (a); and~~

(b) Serve as a catalyst to promote positive public and private remedies to the multi-faceted problems confronting black males in our community and the resulting effects on the entire community; and

(c) Organize and convene community forums and neighborhood-based focus groups to discuss the status of black males; and

(d) Network with ~~like-minded other civic~~ groups ~~such as the Indiana Commission on the Social Status of Black Males, the African American Male National Council and local commissions throughout the state~~ ~~focused on the challenges faces by Black males~~, sharing ideas, information, data and plans.

NOTE: Annual reporting requirement already exists in 2.23.070(6)

Response/Suggestions from Commission

Commission still hoped to review and provide relevant feedback.

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COMMISSION ON THE STATUS OF CHILDREN & YOUTH

Current

BMC 2.23.050(1)

Aims and Goals.

- (a) Identify and assess needs, resources and services relating to children and youth;
- (b) Encourage collaboration between local agencies, schools, businesses and individuals;
- (c) Monitor legislative developments relating to children and youth;
- (d) Encourage local, state and federal legislation that will improve the lives of children and youth;
- (e) Empower children and youth to have a stronger voice in our community;
- (f) Empower children and youth to reach their full potential;
- (g) Report assessments and make recommendations to the City Council, the Mayor, and the public; and
- (h) Celebrate successes in the field of children/youth development and/or among children and youth in our community.

BMC 2.23.050(5)

Powers and Duties. The commission's powers and duties include, but are not limited to, the following:

- (a) The commission shall make two appointments to the city's citizen advisory committee (CAC) for community development block grants. One of the commission appointments shall serve on the CAC social service subcommittee and one shall serve on the CAC physical improvement subcommittee;
- (b) To gather and distribute information and to issue such publications and educational information as in its judgment will further the purposes and intent of this section;
- (c) To apply for any appropriate grants, appropriations or gifts upon approval of the community and family resources department director in order to carry out the purposes of this section;
- (d) To cooperate with any department, division, board, bureau, commission or other agency of the government to carry out the purposes of this section.
- (e) To refer people to appropriate governmental units or private organizations as necessary, and
- (f) To report in writing on its activities to the common council and the mayor annually.

NOTE: Annual reporting requirement already exists (see above)

Response/Suggestions from Commission

Commission still hoped to review and provide relevant feedback.

COMMISSION ON THE STATUS OF WOMEN

Current

BMC 2.23.060(1)

Aims and Goals. It shall be the aim and goal of the commission:

- (a) To identify the needs of women in the city, available resources and services meeting the needs of women in the city, and gaps in existing services;
- (b) To monitor and review federal, state and local policy for its impact on city women and to make recommendations regarding those policies to the community and family resources department for appropriate action to assure women's equity;
- (c) To stimulate and encourage legislation for the development of social services of particular benefit to women in the city and the state;
- (d) To issue publications, educational materials and results of research, legislative review and investigations in order to educate the entire community as to the aims and goals of this commission;
- (e) To establish and maintain a close working relationship with, and to support the efforts of, the Bloomington/Monroe County Human Rights Commission and the Bloomington league of women voters;
- (f) To maintain close liaison with other women's commissions throughout the state; state women's advocacy groups; and other local, state or federal programs that relate to the needs, problems and opportunities of women;
- (g) To maintain close liaison with federal efforts in programs affecting women to insure appropriate city participation in such programs and to consolidate those federal programs for maximum efficient uses of federal efforts at the local level;
- (h) To enter into contracts and accept grants for the administration of research projects, as may contribute to the strengthening and refinement of a coordinated program, upon approval of such contracts by the mayor and, when appropriate, the common council;
- (i) To assure a coordinated city-wide effort in achieving a comprehensive women's program to improve opportunities for women of the community.

Commented [IPS1]: I don't understand why this is in here

Commented [IPS2]: What is this?

BMC 2.23.060(5)

Powers and Authority. The commission shall have the power and authority to carry out the aims and goals as defined in this chapter, including but not limited to the following:

- (a) To advise the mayor, and where appropriate, the common council, on the hiring of personnel necessary to the implementation of this section; all such personnel shall be employees of the community and family resources department and shall be subject to supervision and direction by the director of community and family resources;
- (b) To hold hearings and undertake any other activities which may be necessary, desirable, or proper to carry out the purposes of this section;
- (c) To gather and distribute information and to issue such publications and educational information and the results of such investigations and research as in its judgment will further the purposes and intent of this section;
- (d) To report in writing on its activities to the common council and the mayor quarterlyannually;

Commented [IPS3]: Need to check on this.

- (e) To apply for any federal, state, local or private grants, appropriations or gifts upon approval of the community and family resources department director in order to carry out the purposes of this section;
- (f) To cooperate with, and secure the cooperation of, any department, division, board, bureau, commission or other agency of the state, federal and local government to facilitate properly the execution of the powers and duties of this commission;
- (g) To enter into a working relationship with the city human rights commission to perpetuate the mutual objectives set forth in this section and the Bloomington human rights commission section;
- (h) To propose other ordinances in order to carry out this section and to propose additions or amendments to this section as deemed necessary and appropriate to insure the effectiveness of this section; and
- (i) To refer persons to the appropriate governmental unit or private organizations which can adequately deal with their problem.

Response/Suggestions from Commission

The Commission on the Status of Women did not have any feedback.

MARTIN LUTHER KING, JR. BIRTHDAY COMMISSION

Current

BMC 2.12.090(3)

Powers and Duties. To promote and celebrate Martin Luther King, Jr.'s birthday and the acceptance of diversity in our community. In the pursuit of these purposes the commission may appoint additional volunteers and commission associates. The commission shall report to the mayor and to the city council in writing annually.

Commented [IPS4]: Poorly phrased

Response/Suggestions from Commission

Per staff liaison Michelle Moss: “the commission reviewed the BMC 2.12.090(3) description and it was agreed that the statement accurately describes the Powers and Duties of the Dr. Martin Luther King Birthday Celebration Commission.”

COMMISSION ON SUSTAINABILITY

Current

BMC 2.12.100(1)

Public Policy and Purpose. A sustainable community seeks to enhance the socio-environmental-economic well-being of the community while taking precautions not to compromise the quality of life of future generations. Toward that end, it reduces its use of nonrenewable natural resources and its production of wastes, while at the same time

improving livability. The mission of the Bloomington Commission on Sustainability is to promote sustainable socio-environmental-economic well-being of Bloomington and all its inhabitants.

Commented [IPS5]: Work with BCOS and staff liaison to incorporate their recommended changes (see below).

BMC 2.12.100(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, governmental, nongovernmental agencies and educational organizations through education and outreach 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;
- (C) To determine, in cooperation with other city boards and commissions, Bloomington's current and future sustainability status by developing and monitoring a set of sustainability indicators;
- (D) To provide, in cooperation with other city boards and commissions, an annual "sustainability assessment" based on said indicators. The assessment shall be included in an annual report and provided to the common council, mayor and the public;
- (E) 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;
- (F) To adopt administrative rules and regulations for the conduct of its business; and,
- (G) 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.

Commented [IPS6]: Inquire with BCOS whether an annual sustainability assessment is a reasonable expectation. Maybe just reduce this to a regular annual report.

Response/Suggestions from Commission

I [Emma Ferguson (Chair, BCOS)] am emailing you on behalf of the Bloomington Commission on Sustainability. We appreciate your reception of our feedback on our goals, purpose and current code. At our November [2023] regular meeting, our Commission members collaborated on current goals and changes that could be made to the current city code.

We, as a Commission, agree that the efforts and activities of the Commission on Sustainability and Environmental Commission, should remain separate and independent from each other. We acknowledge that there are a couple overlapping areas of concern, however, we believe the Commission on Sustainability's purpose and duties have a broader reaching list of areas to address within our community.

Additionally, these are the revisions we would recommend to the current city code:

- Incorporating the United Nation’s 17 Sustainable Development Goals (SDGs), which BCOS adopted in 2022
- Adding a more specific definition of sustainability; one that would acknowledge the broadened specifics included in the SDGs, i.e.:
 - Responsible consumption and production
 - Affordable and clean energy
 - Quality education
- Remove terms such as “socio-environmental-economic”, which creates more confusion than clarity
- Recognizing the more concerted efforts of our Commissioners, including outreach, research, education and hands-on projects

ENVIRONMENTAL COMMISSION (Environmental Quality and Conservation Commission)

Current

BMC 2.12.050(1)

Purpose. It is declared to be the public policy of the City of Bloomington and the purpose of this section to achieve and maintain such levels of environmental quality as will protect human health and safety, and to the greatest degree practicable, prevent injury to plant and animal life and property, foster the comfort and conveniences of the people, promote the economic and social development of Bloomington and facilitate the enjoyment of the natural attractions of the City of Bloomington.

Commented [IPS7]: This whole section needs to be overhauled. Need to recognize the limited carrying capacity of the earth’s resources and to place human existence in the context of nature, among other changes.

BMC 2.12.050(6)

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 hold hearings relating to any aspect of or matter in the administration of this section and in cases of non-compliance request the city legal department to take legal action.
- (c) To retain, employ, provide for, and compensate, within appropriations available thereof, such consultants, assistants, deputies, clerks, technical and other employees, on a full or part-time basis as may be necessary to carry out the provisions of this section and prescribe the times at which they shall be appointed, the duration of their appointments and their powers and duties.
- (d) To secure necessary scientific, technical, administrative and operational services including laboratory facilities, by contract or otherwise with any educational institution, experiment station, or any board, department, or other agency of any subdivision of state or the federal government.
- (e) To determine by means of field studies and sampling the degree of pollution in Bloomington.

Commented [IPS8]: Here too, there seem to me many outdated portions. Seems to give this commission more power than it has.

- (f) To encourage and conduct studies, investigations, and research relating to pollution and its causes, effects, prevention, abatement and control in Bloomington, and make recommendations to the appropriate public and private bodies with respect thereto.
- (g) To classify contaminant sources, which in the commission's judgment may cause or contribute to pollution.
- (h) To prepare and develop a comprehensive plan or plans for the prevention, abatement and control of pollution in Bloomington.
- (i) To encourage voluntary cooperation by persons and affected groups to achieve the purposes of this section.
- (j) To collect and disseminate information and conduct educational and training programs relating to pollution and environmental quality and conservation.
- (k) To advise, consult, contract and cooperate with other agencies of the State and the City of Bloomington, other local governments, industries, other states, interstate or interlocal agencies, and the federal government, and with interested persons or groups.
- (l) To apply for, accept, receive and administer grants or other funds or gifts from public or private agencies including the state and federal governments 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. The commission is authorized to promulgate such rules and regulations or enter into contracts as it may deem necessary for carrying out the provisions of this subdivision.
- (m) To make appropriate inquiry into and give constructive consideration to the operations and policies of all departments and governmental branches of the City of Bloomington concerning their adherence to a commitment for environmental quality and the conservation of natural resources.
- (n) To prepare reports and recommendations to the mayor, common council, board of public works, and the planning commission as needed.
- (o) To submit an annual written report to the mayor and the city council.

Response/Suggestions from Commission

The members of the Environmental Commission (EC) read and understand the suggestions of the Novak Report. At our November 2023 meeting we held a vote, and we were unanimously opposed to merging with the Commission on Sustainability.

We appreciate the idea of performing periodic reviews of each commission's scopes, and we would like to suggest updates to the 'Purpose' and 'Powers and Duties' sections of the municipal code following further discussions with the EC and staff liaison.

We are looking forward to future conversations with the Common Council's Special Committee on Council Processes on this subject.

Many thanks,
Carrie Albright, Chair, Bloomington Environmental Commission

BOARD OF HOUSING QUALITY APPEALS

Current

BMC 2.19.040(1)

Purpose. The purpose of this board is to hear the appeal of any person who is the subject of, or directly impacted by, a ruling or decision of the enforcing officer or any administration official, in any matter relative to the interpretation or enforcement of any of the provisions of Title 16 of the Bloomington Municipal Code, hereinafter referred to as the "property maintenance code" of the city. The board is authorized to make investigations relative to the appeal and may overrule the decisions of any administrative officer including the neighborhood development division.

BMC 2.19.040(5)

Powers and Duties. The powers and duties of the board of housing quality appeals shall be to:

- (A) Hear and determine appeals from any order, requirement, decision or determination made by an administrative official charged with the enforcement of any regulation or restrictions set forth in the property maintenance code;
- (B) Permit and authorize variances in particular situations specified in the property maintenance code;
- (C) Hear and authorize variances to the terms of the property maintenance code upon which the board is required to act under this section;
- (D) In exercising its powers, the board of housing quality appeals may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed from as in its opinion ought to be done in the premises, and to that end shall have all the powers of the officer from which the appeal is taken.

[\(E\) Report to the mayor and city council annual on trends related to housing quality appeals.](#)

Response/Suggestions from Commission

No feedback provided.

TREE COMMISSION

Current

BMC 2.20.150(1)

Purpose—Duties. The tree commission shall serve in an advisory capacity regarding the care of trees within the city of Bloomington ("City"). It shall be the responsibility of the tree commission to:

- (a) Advise the Bloomington board of park commissioners in formulating policies and practices of urban forestry as set forth in the Bloomington Municipal Code Chapter 12.24 entitled "Trees and Flora";

Commented [IPS9]: Per the Novak report, the Tree Commission should be a sub-group of the Board of Park Commissioners. Do we feel the City Council should continue to have appointments to this commission?

- (b) Promote public education on the proper selection, planting, and care of trees by assisting the city with the publication of the city of Bloomington Tree Work Manual;
- (c) Assist the city in its efforts to fund urban forestry projects through donations and grants;
- (d) Advise the plan commission on tree-related matters as necessary;
- (e) Provide information and advice to the Bloomington board of park commissioners on cases before it regarding trees; and
- (f) Assist the city's urban forester in the compilation and maintenance of an inventory of all trees and tree spaces within the public streets. This inventory should record the location, species, size, condition, and planting and maintenance history of these trees.

Response/Suggestions from Commission

Commission had discussed matter in previous meetings – hoped to continue discussion of possible edits and finalize feedback. Per Haskell Smith on May 13, 2024 – “we’ve had a couple extensive conversations about some of the language in Title 2, I’m working on a final draft this week, to be approved at our next meeting next Monday.”

Commented [IPS10]: I reached out to him 8/13/24.

ANIMAL CONTROL COMMISSION

Current

BMC 2.12.010(4)

Powers and Duties. The commission's powers and duties include, but are not limited to the following:

- (a) Formulate, adopt, and implement policies, principles, and standards for humane treatment and control of all animals in the city;
- (b) Review the decisions and actions of the director of the animal care and control department and any animal care and control officer in any matter related to the enforcement of this chapter, if a written request for a hearing is received from the complaining animal owner within ten days after that action is taken; and
- (c) Make recommendations to the mayor and of the city council as to necessary ordinances concerning the care, treatment and control of animals; and
- (d) Submit an annual report, in writing, to the mayor and city council.

Response/Suggestions from Commission

Per Virgil Sauder - The Commission felt this was pretty accurate for their duties.

BICYCLE AND PEDESTRIAN SAFETY COMMISSION

Commented [IPS11]: May be moot if commissions are merged.

Current

BMC 2.12.080(1)

Purpose. The purpose of this commission is to promote and encourage bicycling, walking and running in a safe and efficient manner in the City of Bloomington for the purpose of health, recreation and transportation.

BMC 2.12.080(6)

Duties. The duties of this commission shall be as follows:

- (A) To serve as a citizens forum for discussion and recommendation of improvement to existing facilities and planning of new projects concerning safe access for cyclists, pedestrians and runners;
- (B) To prepare reports and recommendations to the mayor, common council, plan commission and planning and transportation department as needed, concerning the needs of cyclists, pedestrians and runners within the city;
- (C) To foster and develop safety programs for cyclists, pedestrians and runners; ~~and~~,
- (D) To encourage the hosting of cycling, walking and running events conducted in a safe manner which will attract visitors from outside of the City; ~~and~~;
- (E) To submit an annual written report to the mayor and the city council.

Response/Suggestions from Commission

Letter from Commission:

Dear Special Committee on Council Processes,

In response to your inquiry regarding the purpose, duties, and potential revisions to the Bicycle and Pedestrian Safety Commission's activities, we would like to offer our thoughts and feedback.

1. The current language of the Bicycle and Pedestrian Safety Commission (BPSC) does not adequately encompass the evolving landscape of micro-mobility, including mobility devices, scooter, skateboards, and more. We recommend incorporating broader language to include terms such as "vulnerable street users," addressing all forms of non-vehicular transportation.
2. Providing reports is essential, but with a lack of guidance within the purpose and duties of the BPSC, there is often confusion on what a report should entail. We propose developing a standardized outline or template to ensure consistency and clarity in reporting, which would facilitate a more streamlined and informative reporting process.
3. The focus of the BPSC should be on safety and convenience rather than hosting events to attract visitors outside the city. Clarifying the scope of the Commission's duties will help maintain a clear and purposeful direction.
4. Sustainability is central to the BPSC's mission, and we recommend incorporating language that reflects our commitment to reducing the carbon footprint in the community.

In response to the Special Committee on Council Processes and the Novak Report's potential proposal to streamline and consolidate the various commissions involved in traffic and transportation-related matters, we would like to offer our thoughts and feedback.

1. There should be a balance between redundancy and efficiency. Occasional redundancy can be beneficial. Allowing multiple boards and commissions to examine the same issue can contribute to a more comprehensive and well-rounded approach to problem-solving.

2. Micro-mobility should have a distinct voice within the community. Ensuring a separate focus on micro-mobility is crucial to address the unique challenges and opportunities associated with these modes of transportation. Often, motor vehicles dominate the topic of conversation within transportation, and without a separate commission focused solely on micro-mobility, it is likely that this will become the case in Bloomington.

3. We acknowledge that accessibility advocates are essential to the micro-mobility discussion, and it makes sense to partner with the Commission for Community Accessibility (CCA). Collaborating with the CCA could enhance our ability to address a broader range of issues related to transportation and safety.

In conclusion, we would like to maintain independence of the Bicycle and Pedestrian Safety Commission.

Sincerely,
Ann Edmonds
Bicycle and Pedestrian Safety Commission Chairperson

Individual member comments:

- Mitch Rice: Here are my quick edits/comments. My memory may be a bit faulty, so staff should correct me if needed.

Purpose: I would re-order the priorities, safe, low-carbon transportation should be our first concern, with the added benefits of better health and the fun of urban biking and hiking.

BMC 2.12.080(1)

Purpose. The purpose of this commission is to promote and encourage walking, bicycling and running in a safe and efficient manner in the City of Bloomington for the purposes of transportation, health, and recreation.

This is a bit more complex, I did not set out to be this verbose, but...

BMC 2.12.080(6)

Duties. The duties of this commission shall be as follows:

- (A) To serve as a citizens forum for discussion and recommendation of improvement to existing facilities and planning of new projects concerning safe access for cyclists, pedestrians and runners;
- (B) To prepare reports and recommendations to the mayor, common council, plan commission and planning and transportation department as needed, concerning the needs of cyclists, pedestrians and runners within the city;

I don't remember writing any reports or recommendations as a group, unless staff led, or of immediate import. But I think it would be great if we could brainstorm and create multiple scenarios for our future. It seems we have been in reactive mode, not pro-active. We vote on stuff already in the pipeline. When suggestions or recommendations for large or small projects are brought out in a meeting, we are told to submit a u-report as an individual. Is it possible for the Commission to submit a report so that it would get some more attention? Is this what is meant by reports and recommendations? Is there a template or form that we can use, or should everything come through staff? Do we have a common repository of documents we have submitted so that we could review and look to the future by understanding the past?

(C) To foster and develop safety programs for cyclists, pedestrians and runners; and,

This has been staff led in most cases. If we had a budget, or input into the budget to do any of this, I would be happy to work on it. We gave away some lights a couple of times, and offered suggestion for the original bike maps.

(D) To encourage the hosting of cycling, walking and running events conducted in a safe manner which will attract visitors from outside of the City.

I don't see why the commission is responsible for tourism attraction, and in my memory, this has not happened. The Criterion, the Hilly Hundred, all that stuff has not come by our commission AFAIK.

I think we should focus on the safety and convenience of pedestrians, bicyclists, skaters, scooterists, one-wheelers, all those whose transportation choices help reduce the carbon load we are releasing daily. We don't need events, classes, seminars, videos, whatever, as much as we need safe infrastructure. We don't need to convince people to use alternative transportation modes, we just need to make it safe and enjoyable to do so. We need fair transportation budgeting. More people walk than drive, but each year for the past 40 I have been here there is a political fight as to who gets the minor piece of the transportation budget for sidewalks. This is changing, I know, but it does illustrate how little we approach transportation budgeting, cars always get the lion's share.

Could someone give me in round numbers how much is spent on road improvements vs. sidewalk and bike infrastructure? I may be wrong in my assumptions from what I see, and certainly more has been spent on alt transportation recently, now that we are implementing Greenways, but how much? Percentages would be fine, but it would be good to know in dollars as well, citizens seem particularly interested in this.

As to the merge, I am ok with it as bike-ped stuff would then be seen as transportation, not just recreation. What would be the balance in seating? I seem to remember 2 seats? How many members in total?

In the past, the community has seen biking as the realm of racers and long haul athletes with fancy clothes (Little 500, Hoosier Hills, etc) We need to recognize that biking (and walking/bussing) are the most efficient modes of urban travel, that the continued use of single occupancy gas powered vehicles is hazardous to our society and our world. To quote Greta: THE HOUSE IS ON FIRE!

- Ann Edmonds: Thanks, Mitch, for sharing your response. I am ok with Mitch's suggestion that there needs to be greater emphasis on reducing our carbon footprint. I would also expand the purpose to include safe travel for all forms of micro-mobility transportation.
- Mitch Rice: Duties: The only report that I can remember is the one that Mark Stosberg did with some feedback from BPSC that led to changing the criteria for allocating sidewalk funds and made funding for sidewalks more equitable and less political pork.

We did tweak and refine the criteria for choosing resident led traffic calming over several years. We have never addressed the criteria for setting priorities for staff-led projects. I remember Beth reading us the list of projects that appear in the 2019 TP, but I was new to BPSC at the time and didn't question what I was seeing. I do know that some projects are designated as Phase 2 while others are Phase 1, but some Phase 2 projects (e.g. the 17th St MUP) have been done while some Phase 1 projects have not. There may be good reasons for the change in priority (e.g. significant development in the area), but BPSC has never involved in reordering priorities.

Again, the language needs to be expanded to include all micro-mobility users of transportation, not just cyclists.

- Mitch Rice: Ann, Well said, I like your wording better than mine!
- Paul Ash: There was a reason why the BPSC was formed years ago. That is still valid.
- Kori Renn: I don't have the history but transportation leans heavy toward cars busses etc. the voice of walkers bikers and micro transportation needs its own voice. For all the reasons Mitch and Ann and others have shared. It's very easy for a consultant to say this is all serving "transportation" but without an independent voice of non carbon/low carbon modes, cars get the votes.
- Pauly Tarricone: I would certainly echo everyone's sentiments so far. The need for low/no carbon transportation is highly urgent, and I feel it would be de-prioritized if lumped in with a "Transportation Commission." The goals of sustainability seem to be central to the operations of the BPSC, and I think that should be reflected in the language of its mission.

Additionally, and I'm not sure the extent to which this informs the approach of other commissioners, but the cost-saving for both individual and city is significant for pedestrian and bike infrastructure when compared to auto infrastructure. The overall maintenance costs for bike/ped infrastructure are a fraction of that for cars, even when considering each on a per capita basis rather than raw dollars. Dynamic, safe, and comprehensive bike/pedestrian networks are critical to the long-term financial resilience of the city.

If this isn't seen to be a predominant function of the BPSC as a whole, I'm okay with it not being included.

PARKING COMMISSION

Commented [IPS12]: This may be moot if the commissions are merged.

Current

BMC 2.12.110(a)

Purpose. It shall be the primary purpose of the parking commission (commission), in coordination with decision-makers and other entities as is necessary or prudent:

- (1) To develop, implement, maintain, and promote a comprehensive policy on parking that takes into account the entirety of, and furthers the objectives of, the city's comprehensive plan; and
- (2) To coordinate parking activities, to carry on educational activities in parking matters, to supervise the preparation and publication of parking reports, to receive comments and concerns having to do with parking matters, and to recommend to the common council and to appropriate city officials ways and means for achieving the city's comprehensive plan objectives through the administration of parking policies and the enforcement of parking regulations.

BMC 2.12.110(e)

Powers and Duties. The commission shall meet at least one time each month, unless it votes to cancel the meeting. Its powers and duties shall include, but are not limited to:

- (1) Accessing all data regarding the city's parking inventory, including usage, capital and operating costs, so long as the data is released in a manner consistent with exemptions from disclosure of public records set forth in Indiana Code § 5-14-3-4;
- (2) Reviewing the performance of all meters, lots, garages, and neighborhood zones in the city's parking inventory, and reviewing the performance of all divisions of city departments devoted specifically to parking management;
- (3) Making recommendations on parking policy, including but not limited to: pricing, hours of operation, addition or removal of parking spaces, and changes when necessary to city code, enforcement procedures, or any other aspect of parking management policy;
- (4) Submitting an annual report of its activities and programs to the mayor and council by October of each year;
- (5) Adopting rules and regulations for the conduct of its business; and

(6) Applying for appropriations through the mayor, or researching and applying for grants, gifts, or other funds from public or private agencies, for the purpose of carrying out any of the provisions of this section.

NOTE: Annual reporting requirement already included (see above)

Response/Suggestions from Commission

Dear Special Committee on Council Processes,

The Parking Commission appreciates the opportunity to respond to your inquiry regarding our purpose, duties, and potential revisions to our activities. During our recent meeting, we engaged in a valuable discussion about critical aspects of our roles and responsibilities as outlined in the local code. We would like to highlight two specific points that emerged during our deliberations.

Funding and Grants:

A key topic of discussion centered on number 6 of the Parking Commission's Powers and Duties. The Parking Commission has not engaged in the pursuit of national or local funding opportunities. Several members have expressed the view that this specific responsibility may no longer be essential for the Parking Commission and should be subject to a review to assess its alignment with the City's goals for the Commission.

Annual Report Submission:

Another important matter highlighted is our requirement to submit an annual report. While the Parking Commission has made significant progress in successfully authoring the annual parking report since its inception, we have faced challenges in meeting the deadlines. The Commission is currently working on streamlining the report to make it more concise and ensure timelier submissions. We consider producing these reports in a timelier manner one of the Commission's most vital duties and are committed to achieving this in the future. Additionally, there was a broader discussion about the idea of establishing universal standards for all commissions. With the aim to ensure alignment and consistency in the functions of various commissions, including ours.

Sincerely
Ben Dalton
Parking Commission Chairperson
On behalf of the Parking Commission

TRAFFIC COMMISSION

Current

BMC 2.12.070(1)

Commented [IPS13]: This may be moot if the commissions are merged.

Purpose—Duties. It shall be the duty of the commission, and to this end it shall have the authority within the limits of the funds at its disposal, to coordinate traffic activities, to carry on educational activities in traffic matters, to supervise the preparation and publication of traffic reports, to receive complaints having to do with traffic matters, and to recommend to the common council and to appropriate city officials ways and means for improving traffic conditions and the administration and enforcement of traffic regulations. The commission shall submit an annual written report to the mayor and the city council.

Response/Suggestions from Commission

Dear Special Committee on Council Processes,

In response to your inquiry regarding the purpose, duties, and potential revisions to the Traffic Commission's activities, we would like to offer our thoughts and feedback. The Traffic Commission has encountered challenges in its goal of educating the community about traffic matters. We firmly believe that educating people about the city's expectations for behavior, road safety, and the proper use of transportation infrastructure is crucial. It is evident to the Traffic Commission that there is a lack of adequate education, and we acknowledge that this is an area where significant improvements could be made to the Traffic Commission itself.

In response to the Special Committee on Council Processes and the Novak report's potential proposal to streamline and consolidate the various commissions involved in traffic and transportation-related matters. As members of the Traffic Commission, the idea of forming a single transportation commission is of particular interest to us, as we see numerous potential benefits.

We acknowledge that there are potentially challenges that each of the individual commissions face. For example, the Bike and Pedestrian Safety Commission has taken on extra responsibilities related to traffic calming. Additionally, the Parking Commission has faced difficulties in fulfilling its obligation to produce annual reports, which have been exacerbated by frequent vacancies. In light of these challenges, we would be open to considering the recommendations in the Novak report to enhance the efficiency of traffic-related efforts.

We also have a strong desire to prioritize the safety of our community. Safety concerns, especially with regard to traffic calming, should be treated as a top priority. We consider this a fundamental responsibility of both the Traffic Commission and the City, and we firmly believe that safety measures should be reviewed and if determined to increase traffic safety, should be implemented.

Additionally, we concur that efficiency is crucial, both in terms of staff time and addressing various transportation issues. The idea of merging the existing commissions into a single, integrated board or commission appears to be the most efficient approach. Traffic, parking, and biking are interconnected components of a larger transportation

puzzle. Through this consolidation, we believe that we can achieve a more holistic and better-integrated approach to transportation planning.

In conclusion, our main objective is to ensure that, regardless of the decision to consolidate commissions, the recommendations and solutions discussed at the commission level are acted upon by the Common Council. We want to ensure that our collective efforts result in meaningful change and improvements in our community.

Sincerely,
Ryne Shadday
Traffic Commission Chairperson
On behalf of the Traffic Commission

COMMUNITY ADVISORY ON PUBLIC SAFETY COMMISSION

Current

BMC 2.12.120(a)

Establishment and Purpose. There shall be established a community advisory on public safety commission ("commission"), which shall:

- (1) Perform research and gather data on the perceptions and preferences about public safety from community members, with specific focus on perceptions and preference data gathered from minority community members, individuals who are disabled, and other often marginalized community members; and
- (2) Research evidence-based alternatives to traditional policing; and
- (3) Identify best practices in public safety globally and evaluate the efficacy of such practices for implementation in Bloomington; ~~and-~~
- (4) Make recommendations to the common council, the board of public safety, and/or the mayor or the mayor's designee on policies and programs that enhance public safety for all community members.

BMC 2.12.120(i)

Powers and Duties.

- (1) In its actions, the commission shall seek to promote transparency, accountability, a collaborative spirit, long-term and strategic thinking, and effective risk management.
- (2) The commission shall:
 - (A) Gather data about perceptions and preferences regarding public safety, specifically from: racial minority; economically disadvantaged; and marginalized residents of Bloomington.
 - (B) Research evidence-based approaches to public safety focusing on those approaches outside the scope of traditional policing, including, but not limited to:
 - (i) The establishment of an alternate crisis response phone number;
 - (ii) Investments in mental health care, addiction treatment, community centers, and/or job training to mitigate the causes of crime; and
 - (iii) All other innovative approaches.

- (C) Explore best practices in socially and racially just public safety measures in cities across the U.S. and worldwide, and to examine which ideas may best be implemented in Bloomington;
- (D) Make recommendations to the Bloomington Common Council, the board of public safety, and the mayor's administration on policies and programs that enhance public safety for all community members;
- (E) Promote a broader view of public safety through education and outreach programs;
- (F) Provide an annual report of its activities to the common council, mayor and the public.

NOTE: Annual reporting requirement already included (see above)

Response/Suggestions from Commission

The consensus was that the code provisions governing the Commission's substantive work is on point with what the CAPS Commission is doing, plus or minus a few procedural things that could be changed in any Title 2 update. Commissioner Routsong stated that she likes how the Commission operates under the BMC but that she'd like to know if the SCCP has the ability to create an official process or mechanism by which it prefers commissions to do outreach with other city boards and commissions for future outreach work, based on experiences in the past running into issues with this kind of outreach. When presenting this item, I gave examples of some procedural, rather than substantive changes that could be suggested based on what I found in code, including membership (11 members total, knowing that the commission has not been at full capacity in my time as staff liaison), the provision that states "officers shall be elected ... annually," which does not align with their practice in which co-chairs rotate every 3-6 months, and the requirements with regard to how often they meet. Commissioner Moon responded to these suggestions, stating that she does not have a problem with a larger capacity of the commission knowing that it has not been full, since the goal is to have as many people get involved as possible. She also said it is worthwhile to inform the SCCP that the annual officer elections are not what the CAPS Commission does with its co-chair rotations and is not in alignment with current practice.

Commented [IPS14]: The commission needs to follow BMC here or explain why that is impracticable. 2.12.120(e)

Statutory Boards & Commissions

The following boards and commissions are statutory and therefore were not asked about their purpose and duties statements in code. However, the SCCP did decide in Fall 2023 that they would like these to submit annual reports to the council, and none of these currently have that requirement in code.

- Bloomington/Monroe County Human Rights Commission (request, not requirement, since this is an intergovernmental board)
- Board of Parks Commissioners
- Board of Public Safety
- Board of Public Works
- Board of Zoning Appeals

- Council for Community Accessibility (request, not requirement, since this is not an appointed body)
- Dispatch Policy Board (request, not requirement, since this is an intergovernmental board)
- Board of the Urban Enterprise Association
- Historic Preservation Commission (statutory via IC 36-7-11-4, but we have specific duties in BMC 2.16.030)

Commented [IPS15]: Not sure why the powers and duties were not reviewed for this one.



MEMO TO OFFICE OF THE MAYOR**Date:** May 2024**FROM:** Planning and Transportation Department**REGARDING:** Combination of Transportation-Related Boards to Advisory Transportation Commission

The existing Traffic Commission, Bloomington Bicycle and Pedestrian Safety Commission, and Parking Commission will be dissolved and removed from Title 2.12 Boards, Commissions, and Councils. In their place, a new unified Advisory Transportation Commission (ATC) will be created.

The ATC will have specific goals, including primarily the provision of guidance to the City to ensure safe and adequate access for all roadway users in its effort to eliminate transportation-related fatalities and serious injuries. It will also promote sustainable, multimodal transportation, equitable access, and community-centric design, and will serve as a standing steering committee for future transportation studies and grant programs.

The ATC will be primarily staffed by the City's Engineering Department, though it will also work regularly and closely with the Planning & Transportation and Public Works departments.

Appointments

The ATC will consist of nine members. The mayor will appoint a member or designated representative from both the Council for Community Accessibility and the Board of Public Safety. The Common Council will appoint four members from the city's population, with preference given to those involved in community groups that work with underserved or marginalized populations. Additionally, one ex-officio member or designated representative will be appointed from each of the Plan Commission, Board of Public Works, and Common Council.

Members appointed from the Council for Community Accessibility, Board of Public Safety, Plan Commission, Board of Public Works, and Common Council will serve terms that coincide with their terms on those bodies. Representatives not serving on those bodies will serve four-year terms. Members appointed by the Common Council who are not among its membership will serve two-year terms.

Duties

The ATC will be responsible for reviewing all proposed changes to Title 15, as well as any relevant proposed changes to the Bloomington Municipal Code. Specific review criteria will be created for the first time ensuring that any proposal is consistent with the goals of eliminating all transportation-related fatalities and serious injuries, promoting sustainable and equitable design, and ensuring that proposals have allowed for



adequate public input. Following review, the ATC will forward a recommendation to the Common Council.

The ATC will also review and approve projects proceeding from the Traffic Calming & Greenways Program.

Next Steps

The Title 2 amendment, for the dissolution of the existing boards and the establishment of the Advisory Transportation Commission, will be presented to the Traffic Commission, Bloomington Bicycle and Pedestrian Safety Commission, and Parking Commission during their June and July meetings. While feedback will be collected to present to the Common Council, the boards will not be asked to vote. The Title 2 amendment will be brought to Common Council in September or October in order to allow for enough time for the ATC to be formed and ready to begin in January 2025.