



CITY OF BLOOMINGTON COMMON COUNCIL

AGENDA
SPECIAL COMMITTEE ON COUNCIL PROCESSES
TUESDAY | 8:00 AM
15 OCTOBER 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/84132234843?pwd=B9dQRB7Nod6gsqpKBKZaOub8Gm0yFi.1>

Chair: Isabel Piedmont-Smith

1. Agenda review and approval
2. Proposal for new Advisory Transportation Commission
Guests from the Department of Planning & Transportation:
Ryan Robling, Planning Services Manager, and **David Hittle**, Director
 - Review of proposal, which would merge the Traffic Commission, Bicycle and Pedestrian Safety Commission, and Parking Commission
 - Review of feedback from existing commissions

PUBLIC COMMENT

3. Proposal for a Code of Conduct for board & commission members (CM Rollo)

PUBLIC COMMENT

4. Preview of final two meetings of the year
 - November meeting:
 - Discussion of changes to Council regular session processes (CM Asare)
 - Vote on slate of revisions to Title 2 regarding boards & commissions purpose/mission statements and requirements for annual reports
 - December meeting:
 - Need to schedule date/time
 - Discussion of applying an equity lens to Council processes (CM Flaherty)
 - Year-end report to Council

5. Public comment (items not on the agenda)

6. Adjournment

ORDINANCE 2024-XX

TO AMEND TITLE 2 OF THE BLOOMINGTON MUNICIPAL CODE ENTITLED "ADMINISTRATION AND PERSONNEL"

Section 2.12.070, entitled "Advisory Transportation Commission."

(1) Purpose. The Advisory Transportation Commission (hereinafter referred to as "ATC") is established with the explicit purpose of guiding the city's transportation endeavors through a comprehensive and visionary framework which seeks to provide adequate and safe access to all right-of-way users. The ATC shall provide recommendations and guidance to the mayor and common council in the pursuit of developing and implementing a city-wide policy to eliminate all transportation-related fatalities and serious injuries to pedestrians, cyclists, transit users, motorists, and passengers; shall promote sustainable and multimodal transportation; shall foster equitable access; and shall promote deliberate integration of community-centric design. The ATC shall also serve as a standing steering committee for future transportation related studies and grant programs.

- (2) Appointments. The ATC shall consist of nine members appointed in the following manner
- (a) One member appointed by the mayor shall be a member from the council for community accessibility or a designated representative;
 - (b) One member appointed by the public transportation corporation board of directors shall be a member or a designated representative;
 - (c) One member appointed by the plan commission shall be a member or a designated representative;
 - (d) One member appointed by the board of public works shall be a member or a designated representative;
 - (e) One member appointed by the common council shall be from among its membership;
 - (f) Two members shall be appointed by the council, and shall be residents living within city limits who have demonstrated experience using forms of travel other than personal motor vehicles as their primary method of transportation;
 - (g) Two members shall be appointed by the council, and shall be residents living within the city limits. Preference for appointments shall be given to persons belonging to the Bloomington/Monroe County human rights commission; board members or employees of Monroe County Community School Corporation; board members or employees of nonprofit organizations which operate at property that is owned or leased by the non-profit organization within city limits; and members of community organizations dedicated to serving marginalized groups.

(3) Terms. Members appointed from the membership of the board of public safety, plan commission, board of public works, and common council shall serve a term coextensive with their terms on the body from which they were appointed or until that body appoints another at its first regular meeting of the year. Members appointed from the council for community accessibility, members who are acting as appointed representatives, and members appointed by common council who are not among its membership shall serve a two year term.

(4) Powers and Duties. The ATC powers and duties shall include, but are not limited to:

- (a) Coordinate, supervise, and, when necessary, approve transportation related studies, activities, programs, and projects, including acting as a standing steering committee for future transportation related studies and grant programs.
- (b) Review all transportation projects, proposed changes to Title 15 - Vehicles and Traffic, relevant proposed changes to Title 12 - Streets, Sidewalks and Storm Sewers, and other applicable changes to the Bloomington Municipal Code to determine if the proposed change:
 - (i) is consistent with the comprehensive plan;
 - (ii) is consistent with the best practices for eliminating all transportation-related fatalities and serious injuries within the city;
 - (iii) is consistent with promoting sustainable design, and equitable access to all transportation facility users; and
 - (iv) has provided for community-based solutions and allowed for adequate public input.
- (c) Provide a forum for members of the public to submit transportation-related testimonials, inquires, and requests;
- (d) Conduct education activities in matters related to transportation safety in an effort to both eliminate all transportation-related fatalities and serious injuries, and promote multimodal transportation within the city;
- (e) Make recommendations on public 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;
- (f) 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.

(5) Procedure and Scheduling. The ATC shall establish its own rules and procedures, subject to amendment by a majority vote. This shall include the ability to define its meeting schedule within the scope of the established rules and procedures.

(6) Staff. The commission shall be primarily staffed by the engineering department. When serving as a steering committee, the ATC shall be staffed by the planning and transportation department.

2.12.070 Traffic commission.

- (1) 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.
- (2) Appointments. The commission shall consist of the following nine members: a designee of the director of engineering, a designee of the director of public works, a designee of the chief of police and six additional members who shall be appointed by the common council. All terms shall be for two years.
- (3) Qualifications. Each common council appointee shall be a resident of the city with preference being given so that each councilmanic district is represented.
- (4) Meetings. Meetings will be held monthly.
- (5) Procedure. The commission shall establish its own rules of operating procedure which may be amended from time to time by a majority vote.

(Ord. 97-03 § 7, 1997; Ord. 89-14 § 2, 1989; Ord. 87-20 § 3, 1987; Ord. 83-6 § 2 (part), 1983).

(Ord. No. 14-11, §§ 25, 26, 7-2-2014; Ord. No. 21-11, § III, 4-7-2021)

2.12.080 Bloomington Bicycle and Pedestrian Safety Commission.

- (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.
- (2) Appointments. The commission shall consist of seven members appointed in the following manner:
 - (A) The mayor shall make four appointments. Preference for two of those four appointments will be given one member from the Bloomington Bicycle Club Inc. and one member from the Bloomington Track Club Inc. The above named organizations shall submit a list of at least three names to the mayor for consideration.
 - (B) The Common Council shall make three appointments. Preference for one of those three appointments will be given to one member from the Indiana University Student Association. The above named organization shall submit a list of at least three names to the common council for consideration.
- (3) Terms. The initial terms of the members shall be staggered. All subsequent terms shall be for two years.
- (4) Removal. Members may be removed for cause by the mayor or common council. "Cause" shall include, but not be limited to, failure to attend three consecutive regularly scheduled or four regularly scheduled commission meetings within a twelve-month period. The commissioner shall have the right to submit in writing any extenuating circumstances to the mayor or common council before the formal decision to remove is reached. However, acceptance of extenuating circumstances puts the commissioner on notice that further excessive absenteeism will result in removal.
- (5) Meetings. The commission shall meet at times and places as agreed on by the Commission and shall advertise those meeting times and places in accordance with the law. In any event the commissioner shall meet no less than six times per calendar year.
- (6) Duties. The duties of this commission shall be as follows:

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- (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.

(Ord. 02-15 § 1, 2002; Ord. 89-22 §§ 1, 2, 1989).

(Ord. No. 14-11, §§ 27—31, 7-2-2014)

2.12.110 Parking commission.

- (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.
- (b) Composition—Appointments. The parking commission shall be composed of nine voting members. These voting members shall be composed of five members appointed by the mayor and four members appointed by the common council. Each appointing authority may also appoint a standing alternate for each of its appointees and such alternate may participate with the commission at any meeting where the regular member is disqualified or is otherwise unable to participate. All alternate members appointed hereunder shall meet all qualification requirements of the regular member for whom they serve as alternate.
- (c) Qualifications of Voting Membership.
 - (1) One member appointed by the mayor and one member appointed by the common council shall be a merchant owning and operating a business located at an address within the city limits;
 - (2) One member appointed by the mayor shall be a board member or an employee of a non-profit organization which operates at property that is owned or leased by the non-profit organization within the city limits;
 - (3) Four members, one appointed by the mayor and three appointed by the council, shall be residents living within the city limits;
 - (4) One member appointed by the common council shall be from among its membership; and
 - (5) One member appointed by the mayor shall be from within the planning and transportation department, engineering department, or department of public works.
- (d) Terms. The initial terms of three mayoral and two council citizen appointments shall expire on January 31, 2018. The terms of the remaining initial citizen appointments shall expire on January 31, 2019. Thereafter, all terms of citizen appointments shall be for two years and expire on January 31. The terms for the one

mayoral appointment made from within the planning and transportation department and the one council appointment made from within the members of the council shall be for one year and expire on January 31.

- (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.
- (f) Staff. The commission shall be staffed by the planning and transportation department.

(Ord. No. 16-22, § 1, 11-2-2016; Ord. No. 19-14, § 1, 8-7-2019; Ord. No. 21-11, § IV, 4-7-2021; Ord. No. 22-04, § 1, 2-7-2022)

Bicycle Pedestrian Safety Commission
MINUTES
July 8, 5:30 P.M.
In-person and virtual hybrid meeting
McCloskey Room, #135

1. Attendance City Staff: Ryan Robling, Steve Cotter P&R
Commissioners: Jaclyn Ray, Drew Yeager, Ann Edmonds, Rob Danzman, Pauly Tarricone (zoom)
absent: Kori Renn, Stephanie Hatton,
Public who spoke: only recorded names of the public who made comments, see below
2. Approval of Minutes - June 10, 2024 **Drew** moves, **Rob** seconds **All** in favor: aye none opposed
3. New Business: **Ann**: get updates from missing Local-Motion grant recipients, heard from B&G Club, MCCSC program, not heard: MCPL, YMCA event happened, Bike Project from previous years **Drew**: met with student body president to meet with IU's transportation person and to meet with Hank in regards to getting more student involvement in City projects **Rob**: also more IU presence in general **Drew**: fear IU may not want to be involved, also dirt path in Switchyard and Hank said P&R already planning to pave it
4. Old Business:
 - a. Advisory Transportation Commission Staff Update: **Ryan**: draft presentation ATC shown, in feedback stage **Jaclyn**: 4 citizens? **Ryan**: 8 citizens **Drew**: 21 down to 8, gov't not supposed to be easy and fast, should be slow and safe, reason to have commissions to hear from the community **Ryan**: 9, 3rd St. bike lane took several years, safety needs to move quicker **Drew**: slow because of IU not community **Ryan**: due to bureaucratic red tape, safety cannot take time **Jaclyn**: 9 citizens **Ryan**: vetted thoroughly by council, all roadway users **Jaclyn**: so few cycle but everyone drives **Ann**: if doing their homework on their boards, already committed to a whole lot of time, this is another chunk of time, even more responsibility than we already have **Drew**: those 9 become czars **Ann**: padding their resume **Ryan**: this commission more susceptible to resume padding, we need the decision makers to hear feedback, needs to work both ways, 30 years of this commission and we are at an all-time high of deaths and serious injury of cyclists and pedestrians **Ann**: 30 year is not accomplishing safety, make good things better but not look for places where problems need to be solved **Ryan**: the public is not satisfied in how we prioritize projects **Ann**: also in purpose is federal funding for SS4A **Ryan**: no, our vision zero statement is separate, happening at the same time **Ann**: thought it was a requirement to get the funds **Ryan**: yes, happening at the same time **Rob**: how much impact do we have? **Ryan**: ton of feedback, not a vote **Rob**: when you hear a disagreement, how to repackage it that is helpful to you? "Consolidation of power" may not be helpful so what do you want to take back? Action items? **Ryan**: I encourage everyone to email me **Drew**: capped at 9? Could you increase that number? **Ryan**: hard to make quorum, State of Indiana sets quorum **Ann**: expand a bit for 'wild card' members? someone not on another commission but who advocates for safety **Jaclyn**: how much time do ppl have equity wise **Ann**: Plan commission is a heavy lift **Ryan**: rules to appoint reps, they are the conduit **Jaclyn**: how? **Ryan**: the City Engineer quarterly report to mayor and council **Jaclyn**: actual funds? **Ryan**: local-motion grant are the only funds, almost no funds, can look for funds into the future **Ann**: we will have a vote on projects that come up for consideration? **Ryan**: Neighborhood Greenways are required to be reviewed by BPSC, any Title 15 amendment will be reviewed, eventually everything will be reviewed by this body, similar to greenway projects **Ann**: sidewalks, council sidewalk committee used to be political, changed to be more based on data, does ATC have more of a say related to sidewalk committee? **Ryan**: currently a council committee, staff are invited to weigh in, could ask to incorporate **Drew**: what are pros for public? I know the benefits to staff **Ryan**: concern we hear from public that there are too many meetings to go to, e.g.: how to get a stop-sign in your neighborhood? **Drew**: they are still not going to know where to find the one committee, I don't see it solving the problem, in fact one commission might not care about a stop sign but another does **Ryan**: but currently the whims of the commission make the decisions, the ATC will design the rules for any decision made *on a slide, they will have to have findings **Ann**: spent time working with staff refining the Resident Led matrix based on data, we want to expand that idea to allocate resources on cost-benefit model, I don't see that **Drew**: add to that, agree with the goals but this plan doesn't get to that point in the most efficient way, is there a better way to do it? City improve communication? Wrong approach to great goal. **Ann**: Resident-Led based on data but never understood Staff-Led **Ryan**: I 100% agree, current process the prioritization makes sense to me but ppl are dying on our streets, SS4A will inform the T.Plan then inform this committee, this is the body not the muscle **Rob**: 'E' enforcement, that has been anemic, not

pointed at the staff, ATC would benefit from this, only one member from public safety, seems like a big part, there will be ppl that break rules **Ryan:** can talk about enforcement **Rob:** we've asked **Ryan:** traffic commish has a member of the Police Dept., we also don't have an engineer to come to this commission, limited amount of staff time, some community members also have problems with police voting, moving it to ATC may slightly ease this, (back to presentation) last 'E' is Education **Jaclyn:** parking commish comment on parking garages? **Ryan:** no but could go to ATC, then make a recommendation to council or planning commission **Drew:** these seem like rule changes **Ryan:** no difference, you could weigh in, but there is a current structure that staff tries to stick to **Drew:** nothing stopping us then? **Ryan:** feel free to weigh in **Drew:** my main concern is lack of public involvement, couldn't we do a sub-structure to council committee then commission? 3 to 1 committees with 1/3 members of the public, communication is inefficient, we need to build a pipeline to getting things done **Ryan:** internally communication is great, decision-making bodies are not communicating, 7 ppl here with no authority **Drew:** to increase communication this is reducing ppl talking 21 to 9 citizens, could the commissions communicate better? **Ryan:** you can do that now, burden on Ann but I'm saying the other way around and that there is a person there with the duty to act on the communication heard, we need a structural change so they are required to hear it **Drew:** you are saying we need decision makers together but my concern is the members of the public present, cutting out stakeholders **Ryan:** do you feel more heard with a vote on this body? **Drew:** no **Ryan:** they should be required to hear your concern and decision-makers should be required to address it **Rob:** many times we listen to public comment and just move forward without response, sometimes we address it, there is subjectivity to what we choose to respond to **Drew:** but anything we vote on we can make council accountable **Ryan:** I think the public should have the weight **Jaclyn:** ATC communicate better with public? BPSC do not do a good job **Ryan:** good idea **Drew:** that is a drawback to lose the number of people to spread out information about transportation so actually losing contact points **Ryan:** you will still be advocates to spread the word, we don't bring every decision to this commission, if there was a new body that could maintain an email list, social media, etc. **Ann:** frequency of meetings? **Ryan:** up to ATC, there are huge agendas that happen in the City and they make it happen, this is an open conversation, the ATC will have a structure **Steve Cotter:** I appreciate the position you're in with staff time, I think Bloomington is special, we have committed and intelligent ppl here, they have improved projects, lots of staff turnover and this body brings that new staff up to speed, low turn-out tonight due to summer, inefficient yes but not fair to say we still have fatalities in town, this commission does help reduce it, we are in a national epidemic, this commission is in a better place to advocate for safety, e.g. Right turn on red, this body advocated for that, the pipeline point is good, communication needs to be improved, they are ambassadors, venue for the public to come and share things that they might not be able to do with a bigger agenda, I'd hate to see it go **Ryan:** I don't mean to disparage this body once again, fatalities are not on your shoulders, no right turn on red came from council **Steve:** I do agree, duties and responsibilities of bpsc need improvement to be clear more rigid, maybe quarterly meeting? **Ann:** anyone from public who would like to speak on this? **Dave Askins:** issue of applying for grants, recall 2020 friction points community crossing project, no striped bike lanes, they did get added but the general policy question: shouldn't the council have more power to choose projects? Would this new body have power to choose community crossing projects? **Ryan:** yes, they would be involved in things like that, that one is staff-led, but that's a great point, we don't ask any commission about what we are proposing, yes, every transportation decision would go through this commission if formed

5. Reports from Commissioners: **Jaclyn:** B-line at University St. in Hopewell Plaza: taking into consideration the 400-person petition to keep bikes and peds separated on all MUPs, can we not mix the two at the Kroger bus stop area? ...big mistake to extend the pedestrian plaza there and mix bikes and peds. The City will regret that. No one likes the SYP Plaza area where cyclists ride through peds.

6. Public Comment none

7. Adjourn

BLOOMINGTON TRAFFIC COMMISSION
MINUTES
July 24, 2024

- I. Call to Order**
Ryterband, Moore, Alexander, Love, Knoke, Shadday, Woerner – in person
- II. Approval of Minutes**
- III. Communications from Commission**
A. Alexander gave a report about refuge island on 3rd and Grant.
- IV. Public Comment***
- V. Reports from Staff**
- VI. Old Business***
- VII. New Business***
 - A. TC-24-03: Limit Vehicular Access to a Portion of the Alley between E. Kirkwood Ave. and E. 4th St. – *Ryan Robling, Planning and Transportation Department*
Forward TC-24-03 Motion: Alexander Second: Moore. Motion Passed: 3-2-2 Nays: Knoke, Love Abstentions: Shadday, Ryterband.
 - i. Robling presented
 - ii. Galen Cassady gave a petitioners statement
 - iii. Michael Cassady gave some additional background and information.
 - iv. Shadday asked about amount of damage to private property.
 - v. Shadday asked about other businesses along the alley, and if the Cassady's have reached out to them.
 - 1. Michael Cassady stated that he has reached out to some adjacent businesses.
 - 2. Galen gave additional feedback regarding from the Buskirk-Chumley Theater.
 - vi. Alexander asked for clarification about alleys that seem to be closed to vehicular traffic.
 - 1. Robling explained that those alleys were designed to prevent vehicular traffic prior to the creation of Title 15.
 - vii. Ryterband asked if alleys that seem to be closed to vehicular traffic have been vacated, and if not should they be included in a Title 15 amendment.

- viii. Knoke asked about how effective the current speed bumps appear to be at slowing cars down.
 - 1. Cassady answered that they had seen some benefits but not to their desired result.
- ix. Knoke asked if other local businesses have had similar complaints about their alleys.
 - 1. Robling responded that this is the first such complaint.
- x. Love asked for clarification on where the restriction would start, and if it would have effects on delivery vehicles.
- xi. Ryterband asked for official positions on alleyways.
- xii. Motion was erroneously identified as failed. The final tally was in favor of the motion with a final vote of 3-2-2.

B. TC-24-04: Advisory Transportation Commission Draft Review – *Ryan Robling, Planning and Transportation Department*

- i. Robling presented.
- ii. Ryterband exited the meeting.
- iii. Shadday asked about the new commission incorporating what is now being reviewed and completed by Parking Commission, and if the new commission could take on that responsibility along with other responsibilities.
 - 1. Robling answered that the current structure of commissions does not lead to a holistic approach to transportation planning and that parking management is a form of transportation management.
- iv. Shadday asked if the work load will result in longer meetings for the new commission.
 - 1. Robling answered that the current structure leads to many meetings being cancelled.
- v. Knoke asked the new commission will have powers and duties that the three existing commissions do not currently have.
 - 1. Robling answered that to start no, the new commission will take on the responsibilities shared by the existing commissions. Additional duties and powers will likely come along as the commission grows.

VIII. Traffic Inquiries

IX. Adjournment

A. 5:43