2012 SUSTAINABILITY REPORT
FOR

CITY HALL OF BLOOMINGTON

Acknowledgements

Sustainability reporting is the practice of measuring, disclosing, and being accountable to internal and external stakeholders for organizational performance towards the goal of sustainable development.[1]

This report was prepared by Building Better Communities Student Fellows as an Immersive Learning project. The content of the report is based on the Global Reporting Initiative (GRI) Guidelines.

The GRI Reporting Framework is intended to serve as a generally accepted framework for reporting on an organization's economic, environmental, and social performance. It is designed for use by organizations of any size, sector, or location. It takes into account the practical considerations faced by a diverse range of organizations – from small enterprises to those with extensive and geographically dispersed operations. The GRI Reporting Framework contains general and sector-specific content that has been agreed by a wide range of stakeholders around the world to be generally applicable for reporting an organization's sustainability performance.[1]

The report is divided into the following sections: Environment, Human Rights, Labor, Society, Product Responsibility, and Economic. The cover page of each section includes a brief description of the objective of the indicators according to the GRI guidelines.

[1]GRI (2011). Sustainability Reporting Guidelines. Retrieved from
https://www.globalreporting.org/resourcelibrary/G3.1-Guidelines-Incl-Technical-Protocol.pdf

Table of Contents

As increasing numbers of people move to cities to live and work, the need for sustainable development is a pressing one. One definition of sustainable development is "development which meets the needs of current generations without compromising the ability of future generations to meet their own needs."[1] As this definition implies, we owe it to ourselves and future generations to protect our environmental, economic, and social resources.

Bloomington, like many other U.S. cities, is answering the call to become sustainable. During my time in office, sustainability has become a top priority for City Hall. In December 2012, City Hall achieved Leadership in Energy and Environmental Design (LEED) certification through the U.S. Green Building Council. This is the first City-owned building to achieve this distinction since the adoption of Bloomington's Green Building Ordinance in 2009. Considering the building's age, the LEED renovation was a significant achievement.

To promote the economic and social dimensions of sustainability, I have established the initiatives of Community Commerce, Collaboration, Condition, and Character. Community Commerce addresses the needs of our local economy. A strong and diverse economy that incorporates sustainability and balance is key to a healthy community. Community Collaboration facilitates beneficial initiatives. Working together with groups such as County government, local nonprofits, businesses and educational institutions allows the City and the partnering agencies to maximize their innovation, resources, talents and even dollars.

Community Condition covers a broad range of issues that affect the human condition, our animals, and the community at large.

The City works hard to provide programs, amenities and services that result in a safe, healthy community with many opportunities for education and self-betterment.

[1]Brundtland Commission Report 1987

Photo courtesy of bloomington.in.gov.

What sets Bloomington apart from other communities is our unique Community Character. Bloomington is energetic and creative, from our arts and entertainment to our trails, events, architecture, restaurants and shops. As a community, we must celebrate what is special about Bloomington, and as a government, we must protect and promote our uniqueness.

Measuring and reporting our city's sustainability impacts are crucial to its resilience and vibrancy as a community. Toward that end, students and faculty from Ball State University and Indiana University and Sustainability Dashboard Tools, Inc. collaborated to produce Bloomington's first-ever Global Reporting Initiative (GRI) sustainability report. This report provides stakeholders with a benchmark from which they can assess Bloomington's economic, environmental, and social impacts. It is intended to perpetuate the sustainability conversation so Bloomington can continue to prosper as one of Indiana's most livable cities.

Mark Kruzan

Mark Kruzan
Mayor
Bloomington, Indiana

Key Impacts, Risks & Opportunities

Home to more than 80,000 people, Bloomington is one of the largest cities in Indiana.[1] The City continues to draw more residents to its southern Indiana location with its beautiful scenery, world-class educational institutions, and friendly and safe environment. With an emphasis on local community, government, and economy, Bloomington takes pride in the quality of life it offers its citizens. Bloomington's impact, however, reaches beyond its local boundaries. Like many large Indiana cities, Bloomington has substantial economic, environmental, and social impacts on the State of Indiana and the United States.

Bloomington strives to "lead its peers in creating a thriving, sustainable community, evidenced by a skilled, educated, healthy, and financially stable population; a healthy, diverse, vibrant economy; a healthy environment; and well-maintained, efficient, and reliable infrastructure."[2] The City's economic impacts on the region and the nation are evidenced by its No. 6 ranking among the Top 2007 Best Small Places for Business and Careers by Forbes Magazine, and its placing in the Top 20 Best Cities in America for Doing Business by Inc. Magazine.[3]

While serving a population of more than 80,000, Bloomington's environmental impacts affect the entire state. Its operations affect the surrounding air, water, and land. As a result, the City is contributing to climate change. Greenhouse gases are generated while heating and cooling buildings, operating vehicles, and consuming electricity. The City also generates solid waste and wastewater in its everyday operations. Aware of its substantial environmental footprint, Bloomington seeks to be a leader in sustainability.

As part of its commitment to creating a sustainable community, Bloomington formally adopted a Green Building Program Ordinance in 2009. The ordinance

mandates the City incorporate green building principles into municipal facilities with the use of Leadership in Energy and Environmental Design (LEED) standards.[4] Also completed is the EverGreen Village, a green-built LEED pilot project. The 12-unit subdivision, developed by the City's Housing and Neighborhood Development Department, has a state-of-the-art, environmentally friendly storm water system including a restored creek and naturalized rain gardens. The homes were built to energy efficiency design standards to allow for cost-effective operation.[5] The City also provides a "Greening Your Home" webpage on its website with tips for residents to help make the community more sustainable.[6]

Bloomington believes its guiding principles of sustainability and livability are the foundations of quality and long-lasting economic and community development. For this reason, the City is taking great strides to place itself among the most sustainable cities. This report is the first of its kind for the City and immediately sets Bloomington apart from other cities that have yet to develop such a report. Although the scope of this initial report is primarily focused on City Hall, it is Bloomington's hope that this report serves as the foundation for future reports encompassing the entire City. To aid in the tracking of its sustainability progress, the City recently began using an energy dashboard to monitor its energy usage (see page 7).[7] With the aforementioned achievements and on-going projects, Bloomington has the opportunity to have a substantial impact on the way cities approach sustainability.

Bloomington's social impacts are both opportunities and risks. Risks are negative impacts that occur when the City's activities disrupt the local community. These can result in strained relations between the City and its citizens.

Bloomington works to address problems in several ways.

The Housing and Neighborhood Development Department (HAND) is a Housing and Urban Development (HUD)-certified housing counseling agency that offers a variety of counseling to both prospective and current home owners. HAND works with individuals and families facing foreclosure and also with seniors interested in the Home Equity Conversion Mortgage program.[8] The Bloomington Lifelong Learning Coalition (BLLC) seeks to identify and develop learning opportunities for under-served populations in the community, while nurturing a culture of lifelong learning in Bloomington.[9] The City's Volunteer Network allows residents to find upcoming events where volunteers are needed.[10] Volunteering, combined with projects such as HAND and BLLC, allows Bloomington to continually enhance the quality of life for its citizens.

Organization Profile

City Hall, located at 401 N. Morton Street, Bloomington, Indiana, 47404, serves as the headquarters for the City of Bloomington and offers a wide range of services to the City's residents and visitors. These services, provided by several departments within City Hall, are discussed in the Product Responsibility section of this report.

City Hall operates solely within the United States, specifically in the City of Bloomington, Indiana; therefore, there are no other countries relevant to City Hall's sustainability efforts or operations. There are 14 departments located in City Hall. Each department works with at least one commission staffed by local residents. Staff members meet monthly to discuss and implement ideas to benefit Bloomington's residents and businesses.

GRI: 2.1-2.10

Sustainability Dashboard

City Hall partnered with a local sustainability software company, Sustainability Dashboard Tools, Inc. Sustainability Dashboard creates easy-to-use web applications to help organizations better collect and organize data for sustainability reporting. Sustainability Dashboard Chief Operating Officer, Cynthia Schultz, is also a member of the Bloomington Commission on Sustainability. Knowing the importance of effectively reporting the City's sustainability efforts, Cynthia suggested that City Hall use Dashboard to track their data, due to its user-friendly nature. Pictured to the right is an example of a graph generated from City Hall's dashboard, depicting City Hall's energy costs from January 2011 through December 2012.

Employees who worked within the departments located in City Hall during 2012 totaled 167. City Hall hires full-time, part-time and temporary employees with the majority being full-time.[11] Projected revenue for 2012 was $58,964,715 for the entire City of Bloomington. Fifty-eight percent of the amount was projected to come from taxes including: property, auto excise, wheel, excise surtax, and County Option Income tax.[12] Total budgeted expenditures for the City of Bloomington for 2012 were $61,584,318. Of this amount, $21,963,871 was budgeted to the 14 departments located in City Hall. Fifty-five percent of total expenditures were expected to be used for salaries and related employee benefits for all employees.[12]

There were no significant changes regarding the size, structure, ownership, or location of City Hall during the reporting period.

City Hall's sustainability efforts were jump-started with the renovation of its 100-year-old building, which received LEED certification in December of 2012.

Report Parameters

Report Profile

This report is City Hall's first annual sustainability report based on the Global Reporting Initiative (GRI) sustainability reporting guidelines (G 3.1). It is anticipated City Hall will have an annual reporting cycle with some modifications from year to year as more information becomes available. Every effort has been made to report recent and accurate data for the reporting period. The requirements listed in the GRI guidelines for an "A" level ranking have been satisfied with this report. For further information contained within, please contact Molly O'Donnell at mollysod@gmail.com.

GRI: 3.1-3.4

Report Scope and Boundary

In the process of defining the scope and content of the report, students from Ball State University, with the assistance of students from Indiana University, were in regular communication with City Hall administrators to gain an understanding and gather information. The students took a tour of the City, performed research, and referred to the GRI G3.1 guidelines to assist in defining the report's content. During the research of the report, publicly available data found on the City of Bloomington's website, data collected from Sustainability Dashboard Tools, Inc., and City Hall personnel were used as input. The scope of the report is bound to the physical City Hall building and the departments and activities that take place within the parameters of the building. Parks outside of City Hall were included in the Biodiversity section of this report. The scope of this report, and the data compiled, are limited by the availability of information from the previously listed sources. Being City Hall's first GRI Sustainability Report, certain GRI indicators were not directly tracked by the city. Although the report's focus is primarily on the City Hall building, some sections of the report address the City of Bloomington as a whole. It is the authors' hope that this GRI Sustainability Report for City Hall will bring attention to the City of Bloomington's economic, environmental, and social impacts in order to increase the scope of future reports. The increased scope would allow the report to show more direct and indirect effects City Hall has on the community, and eventually broaden the report to the entire City of Bloomington.

GRI: 3.5-3.11 3.12 (see appendix)

Assurance

Assurance provides a level of confidence that the report is prepared in accordance with the GRI framework.

GRI: 3.13

It is important to note that City Hall has no existing institutional policy for seeking such assurance, and the development of a policy is identified as a need for future reporting.

Additional information regarding the boundaries of this report is available in each of the following sections covering performance indicators. Information concerning data measurement techniques and bases of calculations can be found within their respective sections.

Governance, Commitments, and Engagement

The Mayor of Bloomington plays a key role in governing the City. Mark Kruzan was elected Mayor of Bloomington in November 2003 by the City's voters and is currently serving his third term. Mayor Kruzan is at the center of a changing Bloomington. He has the duty to set a citywide vision of improvement, develop strategies and policies to realize the vision, approve government funding, and provide encouragement to help make this vision a reality. The Mayor's responsibilities include making it easier for people to move in and around the city, transforming open spaces into cleaner, calmer, greener places, tackling housing and health inequalities, giving young locals a better start in life, championing the city at home and abroad, and more. To make Bloomington an even better place to live for everyone, Mayor Kruzan has established four main goals: promoting community commerce, building community collaborations, strengthening community condition, and preserving and enhancing community character.[13] Led by Mayor Kruzan, the Office of the Mayor's staff includes the Deputy Mayor, Communications Director, and Executive Assistant. They provide organizational leadership, policy

**GRI:
4.1-4.17**

development, operations management, constituent outreach, and communications direction to help Bloomington retain and enhance its high quality of life.[14]

As the legislative body of the City, City Council is the link between the citizens of Bloomington and the government. By enacting legislation that fosters the health, safety, and welfare of the City, the Council works to represent the interests of residents while ensuring the delivery of municipal services. By statute, the Council is responsible for the control of the City's property and finances and the appropriation of money. Six council members represent individual districts and three represent the City at-large. Citizens can search for their representative's information on the City's website. Council meetings are generally held the first four Wednesdays of the month, and all meetings are open to the public. City Council legislative packets, agendas, and minutes are available online. The Council values the voices of citizens and welcomes citizens' comments at its meetings.[15]

There are fourteen departments located in City Hall. The departments include: Economic and Sustainable Development, Legal, Community and Family Resources, Planning, Housing and Neighborhood Development, Parks and Recreation, Controller, Transit, Utilities, Human Resources, Public Works, Fire, Police, and Information Technology. The Comission's staff works with several of the aforementioned departments. Staff members usually meet monthly to discuss and implement ideas to benefit Bloomington's residents and businesses.[16]

EN   ENVIRONMENT

Photo courtesy of City Hall.

The environmental dimension of sustainability concerns an organization's impacts on living and non-living natural systems, including ecosystems, land, air, and water. Environmental Indicators cover performance related to inputs (e.g., material, energy, water) and outputs (e.g., emissions, effluents, waste). In addition, they cover performance related to biodiversity, environmental compliance, and other relevant information such as environmental expenditure and the impacts of products and services.

Materials

City Hall tracks its purchases on a regular basis throughout the year. It does so by dividing purchases into two major categories: ongoing consumables and durable goods. On November 1, 2011, City Hall implemented a new Sustainable Purchasing Policy in order to satisfy LEED guidelines. Purchases for each category were recorded for four months (from November 1, 2011 through February 28, 2012). City Hall purchases throughout the entire year; however, a bulk of the purchases are made during this specific period of the year.

Ongoing Consumables

Ongoing consumables refer to low-cost-per-unit materials that are regularly used and replaced throughout the course of daily business operations. For City Hall, this primarily consists of office supplies, such as paper, toner cartridges, and batteries. The City's new Sustainable Purchasing Policy requires at least 60% of the cost of ongoing consumables purchased to comply with one or more of the following criteria:

- Contains at least 10% post-consumer and/or 20% post-industrial material
- Contains at least 50% rapidly renewable material (e.g., bamboo, cotton)
- Contains at least 50% materials harvested, extracted and processed within 500 miles of the facility
- Consists of at least 50% Forest Stewardship Council certified paper products
- Batteries that are rechargeable[1]

The estimated dollar amount of total purchases of ongoing consumables in 2012 was for City Hall was $42,879. An estimated $25,845 (58.54%) of purchases complied with one or more of the criteria listed above. Purchases for 2012 did not meet the 60% sustainable goal.[2]

Durable Goods

Durable goods refer to higher-cost-per-unit materials that are replaced infrequently and/or require capital outlays to purchase. The purchasing policy divides durable goods into two categories: furniture and electronics/appliances. Durable goods purchased were estimated at $272,931 for 2012, of which $180,417 (66%) met the criteria.[2]

Electronics

The City's purchasing policy requires at least 40% of the cost of electronic purchases to comply with one or more of the following criteria:

- ENERGY STAR-labeled products
- Electronic Product Environmental Assessment Tools (EPEAT) bronze rated products
- The equipment replaces conventional gas-powered equipment[1]

City Hall purchased an estimated $100,000 worth of electronics in 2012. Of this, more than 63% met one or more of the above criteria.[2]

Furniture

The purchasing policy demands at least 40% of the cost of furniture purchased comply with one or more of the following criteria:

- Contains at least 10% post-consumer and/or 20% post-industrial material
- Contains at least 70% salvaged material from off-site or outside the organization
- Contains at least 70% salvaged material from on-site through an internal materials and equipment reuse program
- Contains at least 50% rapidly renewable material
- Contains at least 50% materials harvested, extracted and processed within 500 miles of the facility/site
- Consists of at least 50% Forest Stewardship Council certified wood[1]

City Hall purchased an estimated $22,173 of furniture in 2012. About $20,177 (91%) met one or more of the above criteria.[2]

Energy

In 2012, City Hall relied exclusively on electricity generated from coal and natural gas to power the Showers Building. Electricity is purchased through Duke Energy. City Hall uses electricity for heating, air conditioning, and lighting. It is also used to power all equipment used within the facility. Electricity usage for City Hall during the years 2010, 2011, and 2012 is as follows:

Year	KWH Used	KWH % Change	Cost	Cost % Change	Cost Per KWH
2010	1,424,125	–	$101,099.53	–	$0.071
2011	1,286,399	-9.67%	$97,571.93	-3.49%	$0.076
2012	1,213,163	-5.69%	$95,865.16	-1.75%	$0.079

Electrical Usage at City Hall[2]

In December 2012, City Hall achieved LEED certification through the U.S. Green Building Council.[4] As a result of renovations made prior to the Green Building Ordinance in 2009, as well as those made leading to LEED certification, City Hall significantly reduced its electrical consumption. Without these updates to the building, electricity costs would have been significantly higher in 2012 (upwards of $15,000) due to rate increases by Duke Energy. As a result of these renovations, City Hall significantly reduced consumption, and was able to more than offset the increased electrical rates. Efforts to reduce energy consumption at City Hall included placing timers on boilers to disperse firing times, installing a monitor system for the entire building, and replacing old thermostats with new models which only allow room temperature to change by small margins (+ or 1.5 degrees from the baseline temperature).

Bloomington's Green Building Program

On March 25, 2009, the Bloomington City Council formally adopted a Green Building Ordinance. This ordinance directed the City of Bloomington to incorporate green building principles into municipal facilities by committing to the use of the LEED green building rating system, developed and awarded by the U.S. Green Building Council, for projects involving city government buildings and facilities.[5] The Green Building Ordinance requires the City to certify affected buildings through LEED if the improvements required will have a 10-year payback period or less, which is equivalent to a 10 percent return or better on an investment.[4] City Hall was the first LEED project completed by the City of Bloomington.

City Hall. Photo by Lauren Jennings.

Water

During LEED certification renovations of City Hall, low-flow toilets and faucets were installed in the building. These items, in addition to newly installed irrigation smart meters and rain barrels, are expected to save at least 250,000 gallons of water each year.[6] The significant reduction in water used in 2012 can be attributed to the installation of these items.

GRI: EN 8-10

City of Bloomington Utilities (CBU) has separate charges for consumption and service. Consumption is billed separately for (Potable/Indoor) Water, Fire Protection and Irrigation based on readings of City Hall's three meters. Fire Protection, usually less than one unit, was not included in this study. This chart shows the gallons consumed, and their cost (excluding service charges).

City Hall's water consumption for 2010, 2011, and 2012 is as follows:

Water Consumption by City Hall[2]

Year	Gallons/ Irrigation	Gallons/ Potable	Total Gallons	Total Cost*
2010	2,257,000	610,000	2,867,000	$5,527.82
2011	860.000	493.000	1.353.000	$2,918.47
2012	717,000	976,000	1,693,000	$3,008.40

*Cost of water use only; not including service charges or fees.

Note: CBU rates, and most service charges, rose starting with the March 2012 bills.

Lake Monroe serves as the main source of drinking water for the City of Bloomington. Lake Monroe is owned by the U.S. Army Corps of Engineers and is managed by the Indiana Department of Natural Resources. Lake Monroe (also known as the Monroe Reservoir) is the largest man-made body of water in Indiana, spanning 10,750 acres. The lake was built in 1964, and was filled with water in the following year by the Louisville District of the Army Corps of Engineers. The lake was originally designed to maintain flood control of the White River. The lake is 538 feet above sea level and is an average of 35-40 feet deep. The accompanying spillway is 556 feet above sea level.[7]

The City of Bloomington began using Lake Monroe as a drinking water source in 1967. Also in 1967, the City also relied on Lake Griffy; however, in 1996, the City of Bloomington Utilities Department deactivated the Griffy Water Treatment Plant, thus relying exclusively on Lake Monroe. The Monroe Water Treatment Plant currently pumps an average of 15 million gallons per day (MGD). This number can be seen as high as 23 MGD during warmer months. The Monroe Water Treatment Plant uses a conventional rapid sand filtration method.[7]

Lake Monroe. Photo by Amy Davis.

Lake Monroe is not only used for flood control and drinking water, but also for recreational purposes. The lake draws people from all over the state each year for fishing, camping, hiking, and several other recreational activities.[7]

Because of the relatively small amount of water withdrawn from the lake by the City of Bloomington, Lake Monroe is not significantly affected by the use of the lake as a water source.

At the present time, the City of Bloomington does not have a system in place to either recycle or reuse water. All water entering the City's sanitary sewer system is treated at either the Dillman Road or Blucher Poole wastewater treatment plants. Effluent from the Dillman Road plant is discharged into Clear Creek, while effluent from the Blucher Poole plant is discharged into Beanblossom Creek. All water entering the City's separate storm drainage system is discharged at different locations without treatment.[7]

Biodiversity

GRI: EN 11-15

Operating out of City Hall, Bloomington's Parks and Recreation Department controls 19 parks and recreational areas totaling roughly 1,700 acres. The mission of the Parks and Recreation Department is to provide essential services, facilities, and programs necessary for the positive development and well-being of the community through the provision of parks, greenways, trails, and recreational facilities.[8]

There are two specific programs that the Parks and Recreation Department maintains to benefit the parks: the Park Ambassador Program and the Adopt-a-Trail Program. The Park Ambassador Program is an all-volunteer program that gives the public an opportunity to promote community stewardship and bridge communication between the community and the Parks and Recreation Department. Through weekly visits to the park, ambassadors document maintenance needs, report acts of vandalism, interact with park users, promote park safety and encourage an overall positive use of public space. Being an ambassador is a one-year commitment that requires volunteers to attend an Ambassador Orientation

before starting the program.[9] The Ambassador Program is currently active at seven of the City's parks.[10]

The Adopt-a-Trail Program provides the public with an opportunity to be actively involved in conserving and maintaining the natural wealth and beauty of Bloomington parks and trails. Volunteers assist Parks and Recreation staff with improving and maintaining the many trails and parks throughout Bloomington.[11]

The Parks and Recreation Department does not actively keep track of the number of International Union for the Conservation of Nature Red List species or the national conservation list species.[10] As a result, this data is not available.

Griffy Lake Nature Preserve
Dedicated in 1991, Griffy Lake is a nature preserve on Headley Road that covers 1,180 acres. Griffy Lake is also used for hiking, fishing, boating, wildlife observation, and other outdoor recreational activities. Griffy Lake is home to more than 565 plant species, 100 small mammal species, 160 bird species, and 50 reptile and amphibian species. Of these species, 15 plant species are on the endangered, threatened, or rare species list. A prominent problem facing Griffy Lake Nature Preserve is the threat of invasive plant species, which is aggravated by the deer population stripping vegetation in the forest understory. Methods used in handling these invasive species include: herbicides, hand-pulling for smaller populations, researching deer population effects, and prescribed burning.[12]

Latimer Woods
Measuring 10 acres, Latimer Woods, located on Buick Cadillac Boulevard, was dedicated to the Bloomington Community Foundation in 1999 by Hugh Latimer. One feature of Latimer Woods is the Nature Trail, which is 0.38 miles of dirt and woodchips that winds through the former

Latimer Farm.[13]

RCA Community Park
Measuring 48 acres, the RCA Community Park, located off RCA Park Drive, includes two baseball/softball fields, two lighted basketball courts, a play area, two shelters, and two walking trails. The Early History Trail (0.7 miles) details the natural and cultural history of the area, while the Thomson Woods Trail (0.74 miles) features two intersecting loops and contains interpretive signs.[14]

Leonard Springs Nature Park
With 95.5 acres, Leonard Springs Nature Park, located on Leonard Springs Road, is home to two walking trails. Leonard Springs Trail (1.1 miles) is a rugged, wood-chipped, natural trail with steep slopes. It features a wetland, two caves, Shirley Springs, and several other natural wonders. Ridgetop Road (0.3 miles) is a gated gravel road that begins at the parking lot and extends to the end of the park.[15]

Cascades Park
Located on Old State Road 37, Cascades Park was Bloomington's first park. While the origin remains a mystery, the name "Cascades Park" was decided upon by a vote of attending Park Board members in

Broadview Park. Photo courtesy of Bloomington Parks and Recreation.

August 1924. At 249 acres, it features a golf course, the Lower Cascades Park Tile Mural, the "Hidden Jewel" sculpture, and the Cascades Park Trail, which parallels Old State Road 37 North.[16]

Rev. Earnest D. Butler Park
Located on Ninth Street, Butler Park's nine acres showcase many urban animals, including helpful insects like ladybugs and mantids, and houses Bloomington's oldest and largest tree: a sycamore 49" in diameter, measured 4.5 feet above the ground. Also at Butler Park are community gardens, available from mid-April through October 31, consisting of 38 organic plots, available in two sizes. Community orchard and gardening classes are also offered at the park. Some other features include picnic shelters, the Ninth Street Loop (0.4 miles), a playground, a baseball/softball field, and two basketball goals.[17]

Southeast Park
With nine acres, Southeast Park, located on Sycamore Court, includes two playgrounds, four basketball goals, a play field, two tennis courts, a volleyball court, and Renwick Trail.[18]

Building and Trades Park
Purchased from the Bloomington Chamber of Commerce in 1949 for $1, the Building and Trades Park was named for the local union workers that helped establish the park. Located on Howe

Street, the park's two acres include five basketball goals, a looping trail stretches for a quarter mile, a playground, and a picnic shelter.[19]

Bryan Park
Bryan Park, located on Henderson Street, boasts a number of biological attributes. The creek within the park features natural filtration but is threatened by residential runoff and dog excrement. To remedy the latter issue, there have been several dog waste bag stations added throughout the park. There are also more than 15 species of plant life within the park.[20] Other features within this 33-acre park include: three picnic shelters (Woodlawn Group, North, and Henderson), the Bryan Park Pool, two baseball/softball fields, two basketball courts, a play field, five lighted tennis courts, a volleyball court, a fitness area, horseshoe pits, the Streamside Trail (0.25 miles and wheelchair accessible), a biking route called the Neighborhood Greenway, and a wheelchair accessible fitness loop (0.8 miles).[21]

B-Line Trail
Spanning a total of 3.1 miles, the B-Line trail connects public facilities with routes that do not require the use of vehicles, helping to reduce emissions. The trail is also lit with energy efficient LED fixtures. Scattered along the trail are fitness stations provided by IU Health Bloomington. These fitness stations provide areas to get a total body workout, with areas to utilize balance, upper body, lower body, abdominal, and stretching exercises. Furthermore, as an effort to give walkers the best experience possible, there are two types of surfaces for different preferences: 12-foot-wide asphalt and two-foot-wide gravel. The B-Line is also home to four sculptures, two murals, and connects to the Bloomington Entertainment and Arts District.[22]

Clear Creek Trail
Acquired in 1997, the Clear Creek Trail, located between Church Land and Rogers Street, is 2.4 miles long and wheelchair accessible.[23]

Park Ridge Park
Park Ridge's half acre is home to a playground, a shelter, and serves as the beginning to a 0.7 mile bike path. It was purchased from Joseph and Daisy Garton in October 1974.[24]

Olcott Park
Olcott Park is located on Canada Drive, south of The Stands housing edition and north of Jackson Creek Middle School. Purchased from the Southside Landholding Company in August 1998, Olcott Park contains 41.4 acres and has a playground, the Young Pavilion, and the Olcott Loop Trail (0.5 miles).[25]

Miller-Showers Park
Miller-Showers Park, located on College Avenue, was purchased by the City in 1929 for $1. Housed within the park are a 0.6 mile interpretive trail and two noticeable sculptures: "Axis" and "Red, Blond, Black, and Olive." Miller-Showers Park has been awarded the Community Enhancement Award by

Bloomington Rail Trail. Photo courtesy of Bloomington Parks and Recreation.

the Bloomington Chamber of Commerce (2004) and the Outstanding Project Award by the Indiana Urban Forest Council (2005).[26]

Sherwood Oaks Park
Sherwood Oaks Park is located on Elliston Drive and connects to Olcott Park. Jackson Creek Trail, a 0.6 mile trail that has similar features to Clear

Creek Trail starts in this park.[27] Sherwood Oaks Park is also home to the Goat Farm donated in 2007 by the Sherman Rogers family for public recreation purposes and passive green space.[28] Other features include two basketball goals, playground equipment, one shelter, two tennis courts, a volleyball court, and a play field.[29]

Winslow Woods Park
Winslow Woods was initially acquired from the Winslow family in 1966, with additional property acquired in 1974, 1977, and 1979. Located on Highland Avenue, the park features a basketball court, a play field, a playground, a wheelchair accessible shelter, community gardening, and a looping nature trail (0.74 miles) that winds through the woods.[30]

Wapehani Mountain Bike Park
Located off Weimer Road, in southwestern Bloomington, this park was the first mountain bike park in Indiana. It covers 45.98 acres and has five miles of dirt biking trails.[31]

Bloomington Rail Trail
The Bloomington Rail Trail is a two-mile, crushed-stone, multi-use trail located just north of the Clear Creek Trail's Church Lane Trailhead. Bloomington Rail Trail was acquired by the department as an abandoned railroad corridor in the late 1980s. It is located between the B-line Trail and the Clear Creek Trail.[10]

Emissions, Effluents, and Waste

Within City Hall, two main groups are dedicated to environmental awareness: the Bloomington Commission on Sustainability and the Environmental Commission. City Hall is committed to transparency in reporting. Sustainability

GRI: EN 16-25

Dashboard Tools, Inc. and an Emissions Inventory Report compiled the emissions data. The calculations and numerical values represent only the City's portion of the Showers Building. City Hall maintains a very progressive attitude towards decreasing emissions.

City Hall's 2012 GHG Emissions of CO_2 (in metric tons)[2, 38]

Source	Emissions Amount
Purchased Energy	856.00
Gasoline	132.00
Diesel (emission factor of 22.23)	150.04
Total	1,138.04

City Hall has made great strides in its efforts to reduce emissions. On December 21, 2012, City Hall achieved LEED certification.[4] The City Hall building is over 100 years old, and is the first Bloomington government building to achieve this status. This accomplishment will act as a cornerstone for other Bloomington government buildings to achieve LEED certification.

City Hall is dedicated to waste reduction. With LEED certification, City Hall was required to perform an extensive waste audit. By doing so, they were able to indentify waste streams and divert more than seven tons of material away from landfills.[33]

Solid Waste Generated by City Hall in 2012 (in pounds)[34]

Type of Waste	Amount Generated
Non-Electronic Recycled Material	11,988
Electronic Recycled Material	1,224
Composted Material	1,525
Landfill Waste	13,603
Total	28,340

During 2012, City Hall had no significant chemical, oil, or fuels spills, which may negatively impact the surrounding environment.[35] No data was available

on the disposal of hazardous waste. Hazardous waste management is a major issue to Bloomington residents because erroneous transport and disposal of hazardous waste can pose harm to both the environment and human health. However, none of the functions performed by City Hall require the use and/or disposal of hazardous substances, so no system to track hazardous materials has been instilled by City Hall.

Products and Services

GRI: EN 26-27

City Hall provides services, but not products, to the residents of Bloomington, Indiana. Employees at City Hall attempt to mitigate any environmental impacts in providing services through using the telephone, Internet, and US Postal Service to communicate instead of traveling to residents' homes or places of business.

Compliance

GRI: EN 28

City Hall must comply with the environmental laws and regulations set forth by

the State of Indiana as well as all Federal laws and regulations. The environmental laws and regulations can be found in the *Guide for Citizen Participation* from the Indiana Department of Environmental Management.[36] City Hall had no fines or sanctions assessed against it in 2012 for violations of any federal or state environmental laws or regulations.[37]

Transport

GRI: EN 29

Vehicle fuel, accounting for about 20% of energy expenditures, usage, and emissions, is City Hall's second-largest energy consumption category, following electricity. City Hall maintains a fleet of 61 vehicles, consisting of cars, pickups, and SUVs, to support its governing mission. Most vehicles operate using regular unleaded gasoline or diesel fuel. Four of the fleet cars are gasoline-electric hybrids. City Hall's fleet consumed 114,875 gallons of gasoline and 2,008 gallons of diesel in 2012. The majority of the fuel is used by the Parks and Recreation Department, the Parking Department, the HAND Department, and the Engineering Department. Emissions from City Hall's vehicles totaled 282.04 metric tons of CO2 in 2012.[38]

Gasoline Consumption by Department[39]

Department	Total Fuel Consumed (Gallons)	Number of Vehicles	Average Gallons per Vehicle	2010-2012 Total Fuel Consumed % Change	2010-2012 Number of Vehicles % Change	2010-2012 Average Gallons per Vehicle % Change
Parks and Recreation	6,143	17	361	-22.3%	-25.0%	3.6%
Parking	2,377	4	594	-2.3%	0.0%	-2.3%
Public Works	1,520	8	190	-8.7%	33.3%	-31.6%
HAND	1,777	9	197	-31.7%	-30.8%	-1.4%
Fleet Maintenance	1,132	4	283	-37.4%	0.0%	-37.4%
Engineering	1,172	7	167	-28%	-22.2%	-7.4%
Risk	486	1	486	-62.1%	-50.0%	-24.3%
Planning	135	1	135	-65.4%	-50.0%	-30.7%
Information Technology	133	2	66	-32.7%	0.0%	-32.7%
Total	14,875	53	281			

Diesel Consumption by Department[39]

Department	Total Fuel Consumed (Gallons)	Number of Vehicles	Average Gallons per Vehicle	2010-2012		
				Total Fuel Consumed % Change	Number of Vehicles % Change	Average Gallons per Vehicle % Change
Parks and Recreation	1,853	7	265	-10.7%	16.7%	-23.5%
Fleet Maintenance	155	1	155	-21.0%	0.0	-21.0%
Total	2,008	8	251			

City Hall is committed to energy-saving activities. It continuously finds ways to cut unnecessary vehicle usage, as well as the number of vehicles being used. In addition, old vehicles are being replaced with energy-saving hybrids to reduce greenhouse gas emissions.

No shuttle is provided to transport the government workforce between City Hall and the workers' residences. City Hall encourages staff to use active modes of transportation, including walking, biking, and public transit. Bicycle racks have been installed in the parking lot for staff members who enjoy biking to work.

Overall

City Hall does not track its environmental protection expenditures and investments by type. It would be to the benefit of the City, if each department within City Hall, particularly the Parks and Recreation and Public Works Departments, would track and publish this information. Doing so would allow residents of Bloomington to understand how, and to what extent, their tax dollars are being used to preserve the local environment.

GRI: EN 30

HUMAN RIGHTS

Monroe County Courthouse. Photo by Lauren Jennings.

There is growing global consensus that organizations have the responsibility to respect human rights. Human Rights Performance Indicators require organizations to report on the extent to which processes have been implemented, on incidents of human rights violations and on changes in the stakeholders' ability to enjoy and exercise their human rights, occurring during the reporting period. Among the human rights issues included are non-discrimination, gender equality, freedom of association, collective bargaining, child labor, forced and compulsory labor, and indigenous rights.

Investment and Procurement Practices

State statute IC 5-13 requires that deposits of public funds held by City Hall be entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund.[1]

GRI: HR 1-3

State statutes authorize the City to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.[1]

City Hall promotes and encourages competition among all vendors. City Hall offers business opportunities to all potential suppliers regardless of race, age, sex or national origin. All departments are encouraged to do business with historically disadvantaged businesses, such as women-owned and minority-owned businesses whenever practical. Contracts with vendors must meet all federal, state and local requirements including the City of Bloomington's Living Wage Ordinance when applicable. The Mayor or his designee reviews all contracts prior to approval.[2]

All City Hall employees receive training each year. Full-time male and female employees receive an average of 46 and 42.5 hours of training each year, respectively. Temporary male and female employees receive an average of 11.5 and 17.5 hours of training each year, respectively.[3] It is not certain how much of this training is devoted to human rights.

Non-Discrimination

City Hall takes discrimination very seriously and investigates all complaints of discrimination. City Hall also conducts educational programs about non-discrimination with hopes that it will deter discrimination complaints in the future.

GRI: HR 4

In 2012, City Hall reported five new complaints of discrimination. Only one of the five complaints resulted in corrective actions.[3] All complaints are reviewed for legal discrimination. City Hall has a formal complaint process, which can be found on its website.[4]

Freedom of Association and Collective Bargaining

City Hall has a policy on collective bargaining and also a collective bargaining agreement with some employees. There were no instances in 2012 where the collective bargaining agreement was violated.[3]

GRI: HR 5

While City Hall does not have a specific policy on freedom of association, it does adhere to the United States Constitution concerning freedom of association. There were no complaints involving freedom of association in 2012.[3]

Child, Forced and Compulsory Labor

There have been no incidents of child labor or forced and compulsory labor during the reporting period.[5]

GRI: HR 6-7

Security Practices

Bloomington police officers receive regular training on human rights and diversity issues.[3]

GRI: HR 8

Indigenous Rights

City Hall did not have any human rights violations involving indigenous people in 2012.[3]

GRI: HR 9

Assessment

There were no formal or informal human rights reviews at City Hall or any of its departments or programs in 2012.[3]

GRI: HR 10

Remediation

City Hall had five grievances filed in the year 2012. All five grievances have been addressed but only two have been resolved as of the date of this report. All grievances are resolved through a formal grievance mechanism.[3]

GRI: HR 11

Monroe County Courthouse. Photo by Anqi Fang.

Downtown Bloomington. Photo by Lauren Jennings.

The specific aspects under the category of Labor Practices are based on internationally recognized universal standards. The Labor Practices Indicators also draw upon the two instruments directly addressing the social responsibilities of business enterprises: the International Labor Office (ILO) Tripartite Declaration Concerning Multinational Enterprises and Social Policy, and the Organization for Economic Co-operation and Development (OECD) Guidelines for Multinational Enterprises.

Employment

City Hall employs a total of 167 people.[1] The graph below displays the breakdown of gender and employment status of its personnel. City Hall, like any entity, faces turnover. City Hall hired five new employees during 2012 and had 7 separations due to resignations, dismissals, and retirement.[1] The turnover rate was 4.19%. Two males and two females took parental leave during 2012, and all four (100%) employees returned to work afterwards.

GRI:
LA 1-3
LA 15

All City Hall employees receive benefits; however, benefits to part-time employees do not include: medical, dental, vision, short and long-term disability, life insurance, or paid-time-off. Additional benefits available to full-time employees include prescription benefits and accidental death & dismemberment insurance. Full-time employees have the option to purchase additional disability insurance. A portion of the benefits provided to full-time employees can be used to assist employees and their families in the case of injury or sickness.

2012 Total Workforce by Employment Type and Gender[1]

Labor/Management Relations

A portion of full-time employees of the City of Bloomington are represented by The American Federation of State, County, and Municipal Employees (AFSCME). The collective bargaining agreement covers 0.6% of City Hall employees.[1] The minimum notice period for operational changes depends on the nature of the change. Due to limited available information, the nature and effects of the changes were not available to report, as well as whether or not the minimum notice periods were specified in the collective agreements.[1]

GRI:
LA 4-5

Occupational Health and Safety

There is no information available regarding the percentage of employees represented by management-worker health and safety committees. Information on the number of instances of occupational diseases, injury, lost days, and absenteeism or which health and safety topics were covered in formal agreements with trade unions was unavailable. While all full and part-time employees receive training, the portion of training

GRI:
LA 6-9

relating to education, counseling, or risk prevention is not known. These aspects are important to report since they show management's awareness of workers' safety in the workplace. There were no reports of work-related fatalities during the timeframe of this report.[1]

Training and Education

The average hours of training per year provided to employees of City Hall is as follows:

GRI:
LA 10-12

Average Hours of Training[2]

Employment Category	Gender	
	Male	Female
Full-Time Employees	46.0	42.5
Part-Time Employees	11.5	17.5

At this time, City Hall does not offer any personal skills management programs or continued education to its employees. Employees at City Hall are not receiving regular performance reviews.[1] City Hall would benefit from instituting a policy requiring performance reviews for all employees on a regular basis. Doing so would result in better employee performance, and would also provide proper documentation, should an employee be dismissed due to poor performance.

Diversity and Equal Opportunity

The main governance bodies at City Hall are the Office of the Mayor and Bloomington City Council. The Mayor of Bloomington is Mark Kruzan. City Council is composed of six district representatives and three at-large representatives. City Hall is an equal opportunity employer, employs an affirmative

GRI:
LA 13

action plan, and is compliant with the Americans with Disabilities Act (ADA). City Hall does not discriminate on the basis of race, sex, color, ancestry, national origin, religion, disability, age, marital status, sexual orientation, number of dependents, or any other legally prohibited classification.[1] The following tables break down City Hall's workforce by ethnicity and average age of full and part-time employees.[1]

Average Age of Full-Time Employees by Ethnicity[1]

Ethnicity	Average Age
African American	50
Asian	42
Hispanic	33
White	43

Average Age of Part-Time Employees by Ethnicity[1]

Ethnicity	Average Age
African American	29
Hispanic	58
White	43

Equal Remuneration for Women and Men

While specific figures were not available, City Hall has a strict policy for equal remuneration.[4] The policy states that all employees must be treated equally, and may only be judged based on qualifications, ability, experience and other legitimate employment standards. The Human Resources department has a phone number available for all those who believe they are being discriminated against based on gender. A second available option is to contact the Equal Employment Opportunity Commission.[4]

GRI:
LA 14

Downtown Bloomington. Photo by Lauren Jennings.

Society Performance Indicators focus attention on the impacts organizations have on the local communities in which they operate, and disclosing how the risks that may arise from interactions with other social institutions are managed and mediated. In particular, information is sought on the risks associated with bribery and corruption, undue influence in public policy-making, and monopoly practices.

Photo courtesy of bloomington.in.gov.

Farmers' Market

The Farmers' Market is a program of the Parks and Recreation Department. Located in the parking lot of City Hall from April through November, it features locally grown food, plants, and prepared foods. The Farmers' Market is a weekly event that connects consumers with producers. This gives the consumers a chance to learn about the producer and support their community. Also, there are musical events and activities for all ages. This is a great way to bring in tourists for the weekend. Vendors can apply online to promote themselves locally as long as they meet the necessary requirements. The market is held on Saturdays, giving those with a busy work week the time to visit. The Farmers' Market also promotes small farmers in the area.[3]

Local Communities

City Hall is involved in several community-based programs. The program provided by the Housing and Neighborhood Development Department (HAND), which was previously discussed, is a great example. Other examples include a series of classes offered by the Parks and Recreation Department and several volunteer opportunities available in the local community.

GRI:
SO 1
SO 9-10

The HAND Department helps to enhance the quality of life for its residents by developing programs, services, and partnerships to preserve community character, promote affordable housing, and encourage neighborhood vitality. This program provides services such as code enforcement, inspection of rental housing, affordable housing options, neighborhood services, and historic preservation. HAND also involves itself in projects around Bloomington where help is needed to build more efficient buildings. EverGreen Village is an example of one project. This village is still under construction, but is to be a subdivision containing 12 environmentally-friendly homes.[1]

Like most communities, the City of Bloomington also encourages community involvement through volunteer activities. The City provides many opportunities to volunteer in the community such as working in local neighborhoods, assisting the Parks and Recreation Department, and volunteering for not for profit businesses.

The Parks and Recreation Department highly encourages volunteering throughout the community. An award is given each year to recognize the volunteers who dedicated time and energy to the department. This department also encourages local events, such as the Farmers' Market (see side panel).[2]

The Parks and Recreation Department also offers

classes to the community. Classes vary in topic, ranging from indentifying native wildflowers to learning to indentify edible native fruits and plants. A class is also provided that focuses on the preservation of native moths. Many of the classes strive to involve the local community with the environment, as well as unite the community as a whole.[4]

Although City Hall has many programs in place to positively influence the community, it is lacking numerical data, and for this reason, fails to meet the requirements of the Local Community performance indicator SO 1.

Corruption

City Hall is working to strengthen its ethics enforcement processes. It provides city prosecutors the tools necessary to combat corruption and prohibits lobbyists who fail to properly register and disclose their activities from engaging in city lobbying activities. The City's ethics officer deals with ethics issues, along with the City's Human Resources department when appropriate.[5]

GRI:
SO 2-4

Each year, the Controller's Office gathers City department budget requests to prepare the City's annual budget. Expenditure and revenue estimates are compiled, and the Mayor, with Common Council input, makes the decisions regarding spending priorities. Individual departmental budgets are presented to the Common Council in late July. The Council's public hearing and final action on the budget occur in mid-September, and the approved budget is then forwarded to the County Auditor for submittal to the Department of Local Government Finance.[6]

The City publishes an audited Comprehensive Annual Financial Report (CAFR) in compliance with Government Accounting Standards each year. All departments, including the utility departments

located outside City Hall, are analyzed by Certified Government Auditors for internal risks during the audit process. The City has been awarded a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for 17 of the past 18 years.[7]

As required by Indiana law, the Office of the Controller prepares the City and Town Annual Report (CTAR) within 60 days of the close of each year. The CTAR, which uses a cash basis method of accounting, provides users with information regarding annual revenues and expenditures, and year end fund balances for all City funds. Other tables include grant receipts, capital asset purchases and long-term indebtedness.[7] One staff member appointed by the Mayor is responsible for all works of the Office of the Controller. Besides preparing financial reports, another significant role of the Controller is to process fiscal transactions for all City departments.[8]

In 2012, the City reported no corruption cases. Currently, there is no specific anti-corruption policy in place. Many policies are installed to govern employees' behaviors. For example, a nepotism policy, which is a policy beyond what is required by state law, is in place to make sure that only qualified candidates are hired and that efficient governance is established.[5]

Public Policy

Public Policy responsibilities are not assigned to individual positions within City Hall. It is important to delegate who is in charge, and which individuals contribute to policy making, therefore these positions should be assigned. Margaret Rice is the Corporation Counselor for City Hall. Total value of financial and in-kind contributions to political parties, politicians, and related institutions is not

GRI:
SO 5-6

applicable. The City uses a standard operating procedure to prevent accepting, donating, or making in-kind contributions in a political setting to ensure it maintains political independence.[9] However, City Hall will recognize the Greater Bloomington community's public policy initiatives, which have been defined by the Greater Bloomington Chamber of Commerce for the year 2013. These proposed initiatives emphasize business taxation, regulation, job creation, education, infrastructure, and local government advances.[10]

Anti-Competitive Behavior and Compliance

City Hall is a governmental entity and is not subject to legal actions related to anti-competitive behavior, anti-trust, or monopoly practices. However, it must comply with all laws and regulations of the State of Indiana and all applicable federal laws and regulations, including the Americans with Disabilities Act. In 2012, City Hall did not have any non-compliance fines or sanctions in regard to laws and regulations.[5] This illustrates City Hall's dedication to work with the legislative powers of the state.

**GRI:
SO 7-8**

PR   PRODUCT RESPONSIBILITY

Bloomington Banquet. Photo by Lauren Jennings.

Product Responsibility Performance Indicators address the aspects of a reporting organization's products and services that directly affect customers, namely, health and safety, information and labeling, marketing, and privacy. These aspects are chiefly covered through disclosure on internal procedures and the extent to which these procedures are not complied with.

City Hall provides a wide variety of services to the residents of Bloomington, but does not distribute any products or goods. An example of these services can be seen in many of the departments. The Community and Family Resources Department provides services, programs, and activities to individuals, families, and organizations in an effort to build a strong, vital community.[1] T The Department of Economic and Sustainable Development Department also offers strategic programs that assist local businesses to thrive, retain jobs, and create new jobs.[2] City Hall's Human Resources Department establishes employee-friendly policies and management practices and offers administrative and consulting services to City departments and employees.[3] The Information and Technology Services Department supplies the City's government with the most effective and efficient information technology services, in order to keep the City running smoothly.[4] The Legal Department provides legal advice to City Hall in all facets of City Business.[5] The Parks and Recreation Department provides services, such as the provision of parks, greenways, trails, and recreational facilities, which encourage positive development of the community.[6] The Public Works Department encompasses a variety of services, including animal care and control, engineering, fleet maintenance, parking enforcement, sanitation, and street maintenance and repair.[7] The City Clerk strives to make the government as accessible and responsive to the community's needs as possible. In doing so, it maintains the Bloomington Municipal Code, certifyies copies of official documents, maintains a roster of City Boards' Commissions, and provides legislative certifications.[8]

The HAND Department fosters neighborhood associations, which provide neighborhoods with an opportunity to voice their concerns to City Hall. The departmental staff help to organize these associations and inform participants of opportunities to serve their community. The staff also helps to mediate interactions between City Hall and the association members when changes or additions to the neighborhood are needed. This strong connection to the City strengthens and unifies the community. HAND also provides a variety of programs addressing safety, home ownership, and neighborhood grant opportunities. Surveys to evaluate the satisfaction with HAND were unavailable, and should be provided to residents to ensure that the department is meeting the needs of the community.

Product and Service Labeling

GRI:
PR 3-5

Data relating to non-compliance with regulations and voluntary codes were unavailable. Violations should be reported to ensure quality services are provided to the citizens of Bloomington.

Marketing and Communications

GRI:
PR 6-7

City Hall must comply with the marketing and advertising regulations set forth by the Federal Trade Commission (FTC). The FTC regulates areas such as: the labeling of products, the legality and truthfulness of campaigns, any health or environmental claims, and the conduct of email campaigns.[10] No information regarding incidents of noncompliance with any laws or regulations governing marketing, advertising, promotion, or sponsorship was available for 2012.

Performance indicators PR 1, 2, 8 and 9 are not applicable to City Hall.

Monroe County Courthouse. Photo by Lauren Jennings.

The economic dimension of sustainability concerns the organization's impacts on the economic conditions of its stakeholders and on economic systems at local, national, and global levels. The Economic Indicators illustrate the flow of capital among different stakeholders and the main economic impacts of the organization throughout society. Financial performance is fundamental to understanding an organization and its own sustainability. However, this information is normally already reported in financial accounts. What is often reported less, and is frequently desired by users of sustainability reports, is the organization's contribution to the sustainability of a larger economic system.

Economic Performance

GRI: EC 1-4

For the year 2012, the City of Bloomington's projected revenue to be $58,964,715, a net increase of 9.94% from the previous year. Fifty-eight percent was attributable to taxes, which include: property tax, auto excise tax, wheel tax, excise surtax, and County Option Income Tax. The next highest revenue producer for the City, at 16%, was service charges. These charges include Cable TV receipts, Parks and Recreation receipts, and Parking receipts. Miscellaneous Revenue, which includes, but is not limited to: contributions, gifts, reimbursements, refunds, and interest earned, accounted for 14.5% of the total revenue. Inter-Governmental receipts totaled 8% of revenue, and fines and licensees totaled 2% and 0.3%, respectively.[1] The projected revenue amount could only be reported for the entire City of Bloomington, as revenue was not separated among individual departments. In order to stay within the parameters of this report and meet GRI guidelines, City Hall should implement a system to track revenue generated within each department, to more effectively meet the parameters set for this report.

Total budgeted expenditures for the City of Bloomington for 2012 were $61,584,318. Of this amount, $21,963,871 was allocated to the fourteen departments located within City Hall. Fifty-six percent of the total budget was attributed to salaries and related employee benefits. Thirty-seven percent includes non-personal services required by City Hall to carry out its assigned functions. These services include: professional services, printing, advertising, transportation, insurance, communication, utility services, rentals, and debt services. Four percent relates to office supplies, operating supplies, repair and maintenance supplies, and other similar supplies. Three percent of the total expenditures is attributed to capital outlays, such as land, buildings, machinery and equipment, and improvements.[1]

City Hall is aware of the risks that accompany not addressing the causes of climate change. The City has seen the risks and has felt the financial implications of recent droughts in the State. As a result of potential changes in weather patterns, the availability of certain resources may decrease, increasing the cost of those resources and limiting the amount of funding allocated to other government activities. The City recognizes that no approach to building a sustainable community would be complete without addressing the ramifications of global warming and developing a clear strategy to reduce its causes locally.

City Hall employees are automatically enrolled in the Public Employees' Retirement Fund (PERF). PERF consists of contributions from both the employer and employee. The City of Bloomington pays the employees' contribution as part of the employee benefit package. Employees are eligible for normal retirement with full benefits at age 65, with 10 years of creditable service, or between the ages of 50 and 65, with 15 or more years of creditable service. If employment is terminated before completion of 10 years of creditable service, employees are entitled to a refund of any employee contributions to PERF, plus all accumulated interest. To supplement retirement, the City of Bloomington offers employees a 47b Deferred Compensation Plan. Nationwide Retirement Solutions is the administrator of the plan, which allows up to $15,500, or 33%, of gross income to be invested.[2]

City Hall employees have the option to enroll in the medical plan provided by the City. The bi-weekly rates of the plan range from $37.07 (single individual with medical only) to $178.31 (family plan with medical and dental coverage). A basic life insurance policy is provided by the City at no cost to employees, which automatically includes accidental death and dismemberment insurance. Voluntary-term life insurance is also available by CIGNA to City employees at group rates. Employees also have the option to purchase disability insurance through CIGNA. Long-term disability is provided by the City, but short-term disability must be purchased by the employee.[2]

Significant financial assistance from the government is listed in the financial statements as Intergovernmental receipts. Included under Intergovernmental receipts are federal grants, state grants, cigarette tax distributions, motor vehicle highway distributions received from the state, local road and street distributions received from the state, financial institution tax received from the state, auto excise surtax received from the state, commercial vehicle excise tax received from the state, major moves distributions received from the state, and riverboat receipts received from the county. Budgeted Intergovernmental receipts for the City totaled $5,392,407 for 2012.[3] According to the 2011 Schedule of Expenditures of Awards, it was determined that 36% of the funds were awarded by the U.S. Environmental Protection Agency, 33% from the U.S. Department of Housing and Urban Development, 16% from the U.S. Department of Transportation, and the other 15% from various federal grantor agencies.[3]

Market Presence

GRI: EC 5-7

The proportion of senior management hired from the local community was not available. This figure is important to report to give readers a representation of the involvement of management in the local community. The standard entry-level wage at City hall was $11.66 per hour in 2012, compared to the local required minimum hourly wage of $7.25.[8]

City Hall's purchasing policy focuses on purchasing from local business, if practical, in order to stimulate the local economy.[6] City Hall does not have a policy on local hiring.[7]

Indirect Economic Impacts

GRI: EC 8-9

As part of its community condition initiative, Bloomington has enacted a Park Ambassador Program. This program recruits volunteers to monitor parks, promote park safety, and encourage good use of public spaces. These volunteers help with upkeep, report suspicious activity to keep the parks safer, and help communicate between the City and its residents.

All volunteers for the Park Ambassador Program are required to make a one-year commitment. During the year, they create monthly reports of the parks' conditions and activities, conduct a one-day beautification activity, and visit the parks at least once a week. Bloomington lists the individuals who participate as ambassadors on its website. The City promotes the program to groups and individuals to continue its success.[4] Having parks that are well maintained gives the community a sense of pride and ownership. Ensuring the parks are safe and accessible brings the community and tourists to these sites.

The Bloomington Entertainment and Arts District (BEAD) is one of the City's crown jewels. BEAD is comprised of restaurants, specialty shops, and other attractions. Not only is the District a large cultural center, it also generates quite a bit of income. This District creates and supports jobs and brings in thousands of tourists every year, helping to generate local and state revenue.[5] A source of pride for the City of Bloomington, the District serves as a reminder of how beneficial arts and entertainment are to a community.

Bloomington's Farmers' Market, discussed on page 29, is also a great way to give back and support tourism.

The City of Bloomington is answering the call with great enthusiasm to become sustainable. As a front-runner in the sustainable city development and one of the first cities to use the Global Reporting Initiative guidelines, Bloomington's City Hall is constantly finding new opportunities to improve its efforts to be a more sustainable community. City Hall continually evaluates ways to lessen its negative social and environmental impacts, as well as, utilize financial resources to their maximum potential. The City of Bloomington strives to lead its peers in creating a thriving, sustainable community. This report highlights current strengths, divulges any weaknesses, and serves as a building block for the City's future sustainability plans.

City Hall. Photo by Lauren Jennings.

Page Number	Indicator Number	GRI Indicators
		Core Indicators are assumed to be material for most organizations. An organization should report on Core Indicators unless they are deemed not material on the basis of the GRI Reporting Principles. Additional Indicators (blue font) represent emerging practice or address topics that may be material for some organizations, but are not material for others.
Page Number	Indicator Number	Standard Disclosures: Profile
		Strategy and Analysis
5	1.1	Statement from most senior decision maker-relevance of sustainability to organization and strategy
6	1.1	Key impacts, risks, and opportunities
		Organizational Profile
7-8	2.1	Name of organization
7-8	2.2	Primary brands, products, and/or services. The reporting organization should indicate the nature of its role in providing these products and services, and the degree to which it utilizes outsourcing.
7-8	2.3	Operations structure of the organization, including main divisions, operating companies, subsidiaries, and joint ventures.
7-8	2.4	Location of headquarters
7-8	2.5	Number of countries where the organization operates, and names of countries with either major operations or that are specifically relevant to the sustainability issues covered in the report.
7-8	2.6	Nature of ownership and legal form
7-8	2.7	Markets served (including geographic breakdown, sections served, and types of customers/beneficiaries).

7-8	2.8	• Number of employees
		• Number of operations
		• Net sales (for private sector organizations) or net revenues (for public sector organizations)
		• Total capitalization broken down in terms of debt and equity (for private sector organizations)
		• Quantity of products or services provided
		In addition to the above, reporting organizations are encouraged to provide additional information as appropriate, such as:
		• Total assets
		• Beneficial ownership (including identity and percentage of ownership of largest stakeholders)
		• Breakdowns by country/region of the following:
		  -Sales/revenues by countries/regions that make up 5 percent or more of total revenues
		  -Costs by countries/regions that make up 5 percent or more of total revenues
		  -Employees

7-8	2.9	Significant changes during reporting period regarding size, structure, or ownership
7-8	2.10	Awards received in reporting period
		Report Parameters
		Report Profile
8	3.1	Reporting Period

			Report Scope
		3.5	Process for defining report content • Determining materiality • Prioritizing topics within the report • Identifying stakeholders the organization expects to use Include an explanation of how the organization has applied the "Guidance on Defining Report Content", the associated Principles and the Technical Protocol 'Applying the Report Content Principles'.
8			
			GRI Content Index
Appendix 1		3.12	Table Identifying the location of the Standard Disclosures in the report
		3.13	Policy and current practice with regard to seeking external assurance for the report. If not included in assurance report, explain scope and basis of any external assurance provided.
8-9			
			Governance, Commitments, and Engagement
			Governance
		4.1	Governance structure of the organization, including committees under the highest governance body responsible for specific tasks, such as setting strategy or organizational oversight. Describe the mandate and composition (including number of independent members and/or non-executive members) of the highest governance body and its committees, and indicate each individual's position and any direct responsibility for economic, social, and environmental performance. Report the percentage of individuals by gender within the organization's highest governance body and its committees, broken down by age group and minority group membership and other indicators of diversity. Refer to definitions of age and minority group in the Indicator Protocol for LA13 and note that the information reported under 4.1 can be cross-referenced against that reported for LA13.
9			
		4.2	Indicate whether the Chair of the highest governance body is also an executive officer.
9			
		4.3	For organizations that have a unitary board structure, state the number of members of the highest governance body that are independent and/or non-executive members. State how the organization defines 'independent' and 'non-executive'. This element applies only for organizations that have unitary board structures. See the glossary for a definition of 'independent'.
9			
		4.4	Mechanisms for shareholders and employees to provide recommendations or direction to the highest governance body.
9			
		4.5	Linkage between compensation for members of the highest governance body, senior managers, and executives, and the organization's performance (including social and environmental performance).
9			
		4.6	Processes in place for the highest governance body to ensure conflicts of interest are avoided.
9			
		4.7	Process for determining the composition, qualifications, and expertise of the members of the highest governance body and its committees,including any consideration of gender and other indicators of diversity.
9			
		4.8	Internally developed statements of mission or values, codes of conduct, and principles relevant to economic, environmental, and social topics.
9			

		4.9	Procedures of the highest governance body for overseeing the organization's indentification and management of economic, environmental, and social performance, including relevant risks and opportunities, and adherence or compliance with internationally agreed standards, codes of conduct, and principles.
9			
		4.10	Processes for evaluating the highest governance body's own performance, particularly with respet to economic, environmental, and social performance.
9			
			Commitments to External Initiatives
		4.11	Explanation of whether and how the precautionary approach or principle is addressed by the organization.
9			
		4.12	Externally developed economic, environmental, and social charters, principles, or other initiatives to which the organization subscribes or endorses.
9			
		4.13	Memberships in associations (such as industry association) and/or national/international advocacy organizations in which the organizations have positions in governance bodies, participates in projects or comittees, provides substantive fuding beyond routine membership dues, or views membership as strategic.
9			
		4.14	List of stakeholder groups engaged by the organization Examples of stakeholder groups are: • Civil society • Customers • Local Communities • Shareholders and providers of capital • Suppliers • Employees, other workers, and their trade unions
9			
9		4.15	Basis for identification and selection of stakeholders with whom to engage.
		4.16	Approaches to stakeholder engagement, including frequency of engagement by type and by stakeholder group
9			
		4.17	Key topics and concerns that have been raised through stakeholder engagement, and how the organization has responded to those key topics and concerns, including through its reporting.
9			
			Environment
			Materials
11	EN1		Materials ussed by weight or volume
11	EN2		Percentage of materials used that are recycled input materials.
			Energy
12	EN3		Direct energy consumption by primary energy source.
12	EN4		Indirect energy consumption by primary energy source.
12	EN5		Energy saved due to conservation and efficiency improvements.
	EN6		Initiatives to provide energy-efficient or renewable energy based products and services and reductions in energy requirements as a result of these initiatives.
12			
12	EN7		Initiatives to reduce indirect energy consumption and reductions achieved.
			Water
13	EN8		Total water withdrawal by source
13-14	EN9		Water sources significantly affected by withdrawal of water.
13-14	EN10		Percentage and total volume of water recycled and reused.
			Biodiversity
	EN11		Location and size of land owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.
14-17			

14-17		EN12	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.
14-17		EN13	Habitats protected or restored.
14-17		EN14	Strategies, current actions, and future plans for managing impacts on biodiversity.
14-17		EN15	Number of IUCN red lsit species and national conservation list species with habitats in areas affected by operations and by level of extinction risk.
		Emissions, Effluents, and Waste	
17-18		EN16	Total direct and indirect greenhouse gas emissions by weight.
17-18		EN17	Other relevant indirect greenhouse gas emissions by weight.
17-18		EN18	Initiatives to reduce greenhouse gas emissions and reductions achieved.
17-18		EN19	Emissions of ozone-depleting substances by weight
17-18		EN20	NO, SO, and other significant air emissions by type and weight
17-18		EN21	Total water discharge by quality and destination.
17-18		EN22	Total weight of waste by type and disposal method.
17-18		EN23	Total number and volume of significant spills
17-18		EN24	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention Annex I, II, III, and VIII, and percentage of transported waste shipped internationally.
17-18		EN25	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the reporting organization's discharges of water and runoff.
		Products and Services	
18		EN26	Initiatives to mitigate environmental impacts of products and services, and extent of impact mitigation.
18		EN27	Percentage of products sold and their packaging materials that are reclaimed by category.
		Compliance	
18		EN28	Monetary value of significant fines and total number of non-monetary sanctions for noncompliance with environmental laws and regulations.
		Transport	
18-19		EN29	Significant environmental impacts of transporting products and other goods and materials used for the organization's operations, and transporting members of the workforce.
		Overall	
19		EN30	Total environmental protection expendtitures and investments by type.
		Human Rights	
		Investment and Procurement Practices	
21		HR1	Percentage and total number of significant investment agreements and contracts that include clauses incorporating human rights concerns, or that have undergone human rights screening.
21		HR2	Percentage of significant suppliers, contractors and other business partners that have undergone human rights screening and actions taken.
21		HR3	Total hours of employee training on policies and procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained.
		Non-Discrimination	

21		HR4	Total number of incidents of discimination and corrective actions taken.
		Freedom of Assocation and Collective Bargaining	
21		HR5	Operations and significant suppliers identified in which the right to exercise freedom of association and collective bargaining may be violated or at significant risk, and actions taken to support these rights.
		Child Labor	
21		HR6	Operations and significant suppliers identified as having significant risk for incidents of child labor, and measures taken to contribute to the effective abolition of child labor.
		Forced and Compulsory Labor	
21		HR7	Operations and significant suppliers indentified as having significant risk for incidents of forced or compulsory labor, and measures to contribute to the elimination of all forms of forced or compulsory labor.
		Security Practices	
22		HR8	Percentage of security personnel trained in the organization's policies or procedures concerning aspects of human rights that are relevant to operations.
		Indigenous Rights	
22		HR9	Total number of incidents of violations involving rights of indigenous people and actions taken.
		Assessment	
22		HR10	Percentage and total number of operations that have been subject to human rights reviews and/or impact assessments.
		Remediation	
22		HR11	Number of grievances related to human rights filed, addressed and resolved through formal grievance mechanisms.
		Labor Practices and Decent Work	
		Employment	
25		LA1	Total workforce by employment type, employment contract, and region, broken down by gender
25		LA2	Total number and rate of new employee hires and employee turnover by age group, gender, and region.
25		LA3	Benefits provided to full-time employees that are not provided to temporary or part-time employees by major operations.
		Labor/Management Relations	
25		LA15	Return to work and retention rates after parental leavel by gender
25		LA4	Percentage of employees covered by collective bargaining agreements
25		LA5	Minimum notice period(s) regarding operational changes, including whether it is specified in collective agreements.
		Occupational Health and Safety	
25-26		LA6	Percentage of total workforce represented in formal joint management-worker healthy and safety committees that help monitor and advise on occupational health and safety programs.
25-26		LA7	Rates of injury, occupational diseases, lost days and absenteeism, and number of work-related fatalities by region and by gender.
25-26		LA8	Education, training, counseling, prevention, and risk-control programs in place to assist workforce members, their families, or community members regarding serious diseases.
25-26		LA9	Health and safety topics covered in formal agreements with trade unions.
		Training and Education	

Page	Code	Description
26	LA10	Average hours of training per year per employee by gender and by employee category.
26	LA11	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.
26	LA12	Percentage of employees receving regular performance and career development reviews by gender.
		Diversity and Equal Opportunity
26	LA13	Composition of governance bodies and breakdown of employees category according to gender, age group, minority group membership, and other indicators of diversity.
		Equal Remuneration for Women and Men
26	LA14	Ratio of basic salary and remuneration of women to men by employee category, by significant locations of operation.
		Society
		Local Community
29-30	SO1	Percentage of operations with implemented local community engagement, impact assessments, and development programs.
29-30	SO9	Operations with significant potential or actual negative impacts on local communities.
29-30	SO10	Prevention and mitigation measures implemented in operations with significant potential or actual negative impacts on local communities.
		Corruption
30	SO2	Percentage and total number of business units analyzed for risks related to corruption.
30	SO3	Percentage of employees trained in organization's anti-corruption policies and procedures.
30	SO4	Actions taken response to incidents of corruption
		Public Policy
30-31	SO5	Public Policy positions and participation in public policy development and lobbying.
30-31	SO6	Total value of financial and in-kind contributions to political parties, politicians, and related institutions by country.
		Anti-competitive Behavior
31	SO7	Total number of legal actions for anti-competitive behavior, anti-trust, and monopoly practices and their outcomes.
		Compliance
31	SO8	Monetary value of significant fines and total number of non-monetary sanctions for noncompliance with laws and regulations
		Product Responsibility
		Customer Health and Safety
33	PR1	Life cycle stages in which health and safety impacts of products and services are assessed for improvement, and percentage or significant products and services categories subject to such procedures.
33	PR2	Total number of incidents of non-compliance with regulations and voluntary codes concerning health and safety impacts of products and services during their life cycle, by type of customer.
		Product and Service Labeling
33	PR3	Type of product and service labeling information required by procedures, and percentage of significant products and services subject to such information requirements.

Page	Code	Description
33	PR4	Total Number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labeling, by type of outcomes.
		Marketing Communications
33	PR6	Programs for adherence to laws, standards, and voluntary codes related to marketing communications, including advertising, promotion, and sponsorship.
33	PR7	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship by type of outcomes.
		Customer Privacy
33	PR8	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.
		Compliance
33	PR9	Monetary value of significant fines for noncompliance with laws and regulations concerning the provision nad use of products and services.
		Economic
		Economic Performance
35-36	EC1	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments.
35-36	EC2	Financial implications and other risks and opportunities for the organizaiton's activities due to climate change.
35-36	EC3	Coverage of the organization's defined benefit plan obligations.
35-36	EC4	Significant financial assistance received from government.
		Market Presence
36	EC5	Range of ratios of standard entry level wage by gender compared to local minimum wage at significant locations of operation.
36	EC6	Policy, practices, and proportions of spending on locally-based suppliers at significant locaitons of operation.
36	EC7	Procedures for local hiring and proportion of senior management hired from the local commnity at locations of significant operation.
		Indirect Economic Impacts
36-37	EC8	Development and impact of infrastructure investments and services provided primarily for public benefit through commercial, in kind, or pro bono engagement.
36-37	EC9	Understanding and describing significant indirect economic impacts, including the extent of impacts.

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