

ANNUAL COUNCIL LEGISLATIVE SCHEDULE FOR 2021

(Subject to Revision by Common Council)

The Legislative Cycle. The Council’s regular sessions are held twice a month on first and third Wednesdays. A “legislative cycle” is the period between and including regular sessions, which usually spans three consecutive Wednesdays (14 days). Upon the introduction of a legislative item (typically through a "First Reading" at a regular session), the Council usually schedules it for public deliberation at a subsequent meeting.

Referral to Committee. Legislation is typically referred to one of the Council's committees, which hold meetings to consider such items on second and fourth Wednesdays. A standing committee has two legislative cycles to make recommendations on an item referred (i.e., it can hold a hearing on the second and fourth Wednesdays after referral).

A standing committee must return the item to the full Council by the second Regular Session following its referral, but may choose to return the item within a single cycle (i.e., after having held only one meeting).

Location and Time of Meetings: Unless otherwise indicated, the Council meets on the first four Wednesdays each month in the Council Chambers, Suite 115 of City Hall, at 6:30 p.m. It also meets for Work Sessions on Fridays about 12 days before the beginning of the next legislative cycle. See the first column of the chart below. When considering referred legislation, standing committee meetings start between 5:30 and 9:45 pm (BMC 2.04.255).

Work Sessions. These provide an opportunity for members to preview city initiatives, many of which are legislative items close to being

formally introduced at Council. These meetings are typically held in the Library in Suite 110 of City Hall at 12 noon. If the Library is too small for the meeting, the Council may move it to another room in City Hall and post notice on the door Suite 110 the day of the change in location. Work Sessions will be held on the dates noted below.

Deadlines for Legislation: There are typically two deadlines for submitting legislation for each cycle: one for ordinances and another for resolutions. All accompanying materials, including a summary memo must be submitted to the Council Office via email by noon on the date listed below. For the manner for submitting these materials, please inquire with the Council Office.

LEGISLATIVE CYCLE	COUNCIL WORK SESSION	DEADLINE (NOON) FOR EMAIL SUBMISSION OF ORDINANCES	DEADLINE (NOON) FOR EMAIL SUBMISSION OF RESOLUTIONS	1ST READINGS (ORDINANCES): REGULAR SESSION	ORDINANCES & RESOLUTIONS: COMMITTEE MEETINGS	2ND READINGS & RESOLUTIONS: REGULAR SESSION
		FRIDAYS	MONDAYS	MONDAYS	WEDNESDAYS	WEDNESDAYS
0				1 Jan. 6		
1	<i>2020 Dec. 14 M</i>	2020 Dec. 16 (W)	2020 Dec. 16 (W)	1 Jan. 13	₁ Jan. 13	Jan. 20
2	Jan. 8	Jan. 11	Jan. 18	Jan. 20	Jan. 27	Feb. 3
3	Jan 22	Jan. 25	Feb. 1	Feb. 3	Feb. 10	Feb. 17
4	Feb. 5	Feb. 8	Feb. 12 (F)	Feb. 17	Feb. 24	Mar. 3
5	Feb. 19	Feb. 22	Mar. 1	Mar. 3	Mar. 10	Mar. 17
6	Mar. 5	Mar. 8	Mar. 15	Mar. 17	Mar. 24	Apr. 7
7	Mar. 19	Mar. 29	Apr. 5	Apr. 7	Apr. 14	Apr. 21
8	Apr. 9	Apr. 12	Apr. 19	Apr. 21	₂ Apr. 28	May 5
9	Apr. 23	Apr. 26	May 3	May 5	May 12	May 19
10	May 7	May 10	May 17	May 19	May 26	June 2
11	May 21	May 24	May 28 (F)	3 June 2	₃ June 9	_{3,4} June 16
<i>SUMMER RECESS (ENDING WITH REGULAR SESSION ON JULY 21)³</i>						
12	July 9	July 12	July 19	3 July 21	₃ July 28	₃ Aug. 4
13	July 23	July 26	Aug. 2	Aug. 4	Aug. 11	Aug. 18
14	Aug. 6	Aug. 9	Aug. 9	5 Aug. 18	₅ Aug. 18	₅ Sept. 1
<i>[BUDGET WEEK – DEPARTMENTAL HEARINGS TO BE HELD – AUG 23-27]</i>						
15	Aug. 20	Aug. 23	Aug. 30	Sept. 1	Sept. 8	Sept. 15
16	Sept. 3	Sept. 3 (F)	Sept. 13	6 Sept. 15	₆ Sept. 22	₆ Oct. 6
17		Sept. 13	Sept. 13	_{7,8} Sept. 29	_{7,8} Sept. 29	₈ Oct. 13
18	Sept. 24	Sept. 27	Sept. 27	₆ Oct. 6	₆ Oct. 6	₆ Oct. 20
19	Oct. 8	Oct. 8 (F)	Oct. 18	Oct. 20	Oct. 27	Nov.3
20	Oct. 22	Oct. 25	Nov. 1	Nov. 3	Nov. 10	Nov. 17
21	Nov. 5	Nov. 8	Nov. 8	₉ Nov. 17	₉ Nov. 17	₉ Dec. 1
22	Nov. 19	Nov. 15	Nov. 29	Dec. 1	Dec. 8	₁₀ Dec. 15
<i>YEAR-END RECESS¹⁰ followed by Organization Day (Jan. 5) and First Legislative Cycle of 2022</i>						
1	Dec. 13 (M)	Dec. 15 (W)	Dec. 15 (W)	₁ 2022 Jan. 12	₁ 2022 Jan.12	2022 Jan. 19

SEE REVERSE FOR NOTES ON SPECIAL EVENTS MARKED ABOVE

1. Organizational Meeting and First Legislative Cycle. The Council will hold its annual Organizational Meeting on Jan. 6 when, along with other matters, it elects officers and appoints members to serve on various boards and commissions. Under local code, the meeting must be held no later than the second Wednesday in January unless rescheduled by a majority of the Council. (BMC 2.04.010 and BMC 2.04.050[a, c & d]).

The Council will hold a Regular Session immediately followed by committee meetings on January 13 in order to avoid losing a legislative cycle due to the Jan. 6 Organizational Meeting.

2. Budget Hearings. The Council will hold a Budget Advance hearing in the Council Chambers at 6:00 p.m. on Tuesday, April 27.

The Council will hold Departmental Budget Hearings in the Council Chambers at 6:00 p.m. each of the four nights of the week of Aug. 23 through 26 (a.k.a. "Budget Week"). Budget Books are scheduled to be delivered to members one week before, on Monday, Aug. 16.

3. Summer Recess. BMC 2.04.050[e] calls for the Council to recess after the first Regular Session in August. At this Regular Sessions, legislation may not be introduced for First Reading.

By approving this Annual Schedule, the Council will be starting and ending the Summer Recess earlier than set forth in the BMC. The Summer Recess will begin after the first legislative cycle in June (which ends with the Regular Session of June 16) and will end with the Regular Session of July 21. Please note that this will move three legislative cycles from before to after

the Summer Recess, but will split the year into an equal number of legislative cycles.

4. Tax Abatement Report. The Council will hear Annual Tax Abatement Reports no later than this Regular Session, during Reports from the Mayor and City Offices.

5. Legislative Cycle Overlapping Budget Week. In order to avoid losing a legislative cycle because of Budget Week (see Note #2), the second legislative cycle in August will entail doubling-up a Regular Session and committee meetings on Aug. 18. That legislative cycle also includes a Work Session on Fri., Aug. 6, and a Regular Session Sept. 1.

6. Legislative Cycles Overlapping the Budget Cycle. The second legislative cycle in September and the first legislative cycle in October overlap with the Budget Cycle (see Note #8). They are intended to allow for consideration of routine, non-budget legislation during that time. Those weeks will include a Regular Session on Sept. 15, committee meetings on Sept. 22, a Regular Session and committee meetings on Oct. 6 (a first Wednesday), and a Regular Session on Oct. 20.

7. Fifth Wednesdays. The Council does not generally meet on a fifth Wednesday of the month. In 2021, there are four such Wednesdays, which occur in March, June, September, and December. According to this schedule, the Council would meet on the fifth Wednesday in September (for a Special Session and committee hearing regarding the Budget for the following year). The fifth Wednesday in

September will allow for a legislative cycle that would otherwise be lost due to the unique scheduling needs of the Budget Cycle (see Note #8).

8. Budget Cycle. After holding Departmental Budget Hearings in mid-August (see Note #2), the Council will formally consider the several items making up the City Budget for 2022 during a separate legislative cycle known as the "Budget Cycle," starting in late September and ending in mid-October. In keeping with the Wednesday meeting schedule, this Budget Cycle starts with a Special Session and Committee of the Whole on the fifth Wednesday in September and ends with a Special Session on the second Wednesday in October.

Please note that the statutorily required initial public hearings associated with the City Budget package will be held during the aforementioned committee hearing, and the official adoption meeting will be held at Second Reading during the Special Budget Session in October.

9. Thanksgiving Week. The Council will not meet on the Wednesday before Thanksgiving per BMC 2.04.050[f]. In order to hold a full complement of Wednesday meetings during the two legislative cycles in November, this schedule doubles-up a Regular Session and committee meetings on Nov. 17.

10. Year-End Recess. BMC 2.04.050[g] calls for the Council to recess after the second Regular Session in December. At this session, legislation may not be introduced for First Reading.

Additional Notes on the Council's Annual Legislative Schedule

Note: If additional meetings are scheduled, or if the date, time or place of a scheduled meeting changes, additional public notice will be posted. By adoption of this schedule, the Council gives staff the authority to correct typographical errors and align the narrative and notes to mesh with changes made in the course of and after Council approval of this schedule. These changes will not alter the date, time, or place of any meeting approved by the Council upon schedule adoption.

Special Note related to the ongoing public health emergency: As a result of Executive Orders issued by the Governor, the Council and its committees may adjust normal meeting procedures to adhere to guidance provided by state officials. These adjustments may include:

- allowing members of the Council or its committees to participate in meetings electronically;
- posting notices and agendas for meetings solely by electronic means;
- using electronic meeting platforms to allow for remote public attendance and participation (when possible);
- encouraging the public to watch meetings via Community Access Television Services broadcast or livestream, and encouraging remote submissions of public comment (via email, to council@bloomington.in.gov).

The Council has been meeting via Zoom during the public health emergency. These virtual meetings are accessible to the public via links provided in advance of each meeting. Please check <https://bloomington.in.gov/council> for the most up-to-date information about how the public can access Council meetings during the public health emergency.

For background and more information, consult Chapter 2.04 of the Bloomington Municipal Code, visit the Council website at bloomington.in.gov/council, or contact the Council office at 812-349-3409 | council@bloomington.in.gov.