



**Period Ending: December 31, 2015**

**Issued By: Administration/Finance**

# **City of South Bend**

## **Annual Licensing Fee Report**

On or before November 1st of each year, the City Controller shall provide a written "Annual Licensing Fee Report" to the City of South Bend Common Council. Attached is the report for the year ended December 31, 2015. The report provides a listing of each licensing fee charged and includes a summary of revenue and number of licenses sold trends for the years 2007 through 2015.

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7	2015 Licensing Revenue by Type

### **Distribution**

Mayor	Pete Buttigieg
Chief of Staff	James Mueller
Deputy Chief of Staff	Suzanna Fritzberg
Common Council	
Department Heads	
Fiscal Officers	
Controller	John Murphy
Deputy Controller	Jennifer Hockenull
Director of Treasury	Rahman Johnson
Senior Budget Analyst	Amy O'Connor
Business License Administrator	Michelle Adams

**City of South Bend  
Annual Licensing Fee Report  
For Year Ended December 31, 2015**

<b>License Type</b>	<b>2007 Actual \$ Revenue</b>	<b>2008 Actual \$ Revenue</b>	<b>2009 Actual \$ Revenue</b>	<b>2010 Actual \$ Revenue</b>	<b>2011 Actual \$ Revenue</b>	<b>2012 Actual \$ Revenue</b>	<b>2013 Actual \$ Revenue</b>	<b>2014 Actual \$ Revenue</b>	<b>2015 Actual \$ Revenue</b>
Adoption Fee (Animal Control)	22,299	32,996	24,819	21,958	16,209	11,164	11,583	11,982	13,995
Adult Business	3,335	2,525	3,590	1,560	2,020	2,525	2,525	2,020	2,020
Alarm Agents	1,848	1,815	3,005	2,363	2,985	4,523	5,341	5,711	5,986
Animal Surrenders (Animal Control)	733	305	3,682	1,677	1,760	2,365	5,060	6,647	8,896
Arborist/Tree Service	2,293	2,541	2,738	3,479	2,769	3,394	3,634	3,423	3,655
Automotive Repair/Service Center	17,740	17,765	23,685	19,870	14,360	19,535	19,280	18,410	19,465
Busker or Sidewalk Performer	-	-	-	-	-	-	-	275	-
Charitable Solicitation	750	610	455	560	583	765	460	610	660
Dangerous Dog License Fees (Animal Control)	3,425	2,577	3,430	3,560	2,196	2,640	1,215	615	-
Euthanasia Fee for Pets (Animal Control)	2,150	1,870	740	2,164	2,420	3,343	2,289	1,140	960
Food Vending Machines (per location)	-	-	-	-	-	-	-	-	3,085
Food Vending Vehicle (per vehicle)	665	103	943	1,282	835	647	707	717	647
Hotel & Motel (per establishment)	1,653	1,587	2,485	1,762	1,342	1,729	1,629	1,805	1,710
Itinerant Restaurant	-	15	-	-	-	-	-	-	5
Lawn Parking (10 or more cars) flat rate	2,254	2,730	3,864	6,445	6,730	7,779	7,865	6,820	7,333
Lawn Parking (under 10 cars) per parking space	754	1,894	2,185	3,171	4,549	3,829	2,455	3,215	3,586
Massage Establishment	375	565	1,531	1,279	1,685	1,911	1,605	1,865	2,370
Massage Technician	911	1,063	1,396	1,150	1,141	1,239	1,120	1,048	1,487
Micro Chipping for Pets (Animal Control)	3,851	2,944	3,445	3,829	3,386	3,048	2,156	3,660	4,081
Open Air Business (per location)	520	510	520	634	403	543	713	2,840	2,755
Outdoor Motion Picture Theatre	-	-	-	-	-	-	5	-	-
Peddlers/Canvassers	1,855	1,998	1,835	2,770	4,425	4,305	2,671	2,745	2,325
Performing Animal Exhibitions	-	-	-	-	-	-	-	48	-
Pet Licenses (Animal Control)	12,079	9,561	17,830	16,819	17,668	17,792	17,244	15,993	21,790
Pet Shops	430	435	753	440	145	580	580	580	580
Pick Up Fees (unwanted pets) Animal Control	750	408	260	505	260	80	2,347	2,682	772
Pool Halls	110	105	105	110	100	-	-	-	-
Precious Metal Dealer	325	648	650	686	330	1,183	973	1,048	568
Public Parking Facility (per facility)	1,363	1,360	1,456	1,363	1,715	991	690	680	624
Reclaim Fee for Impounded Pets (Animal Control)	11,648	6,872	10,931	9,659	10,230	5,337	2,805	4,778	3,809
Restaurant	32,812	32,506	39,629	39,588	40,482	41,249	39,624	39,509	39,622
Rubbish/Garbage Removal	6,996	6,542	8,240	3,277	9,764	6,540	6,087	6,725	6,883
Scrap Metal/Junk Dealers	2,935	4,088	4,795	4,380	4,443	4,085	4,070	3,065	3,050
Second Hand Dealers (per year)	2,382	2,434	3,837	4,113	2,032	3,893	4,690	4,852	4,456
Self Service Laundry	1,726	1,723	1,984	1,770	1,711	1,836	1,907	1,854	2,047
Tattoo Establishments	-	-	-	-	-	-	255	155	155
Tattoo Artists	-	-	-	-	-	-	520	495	467
Taxicab - Companies (Central Services)	275	250	250	300	350	800	1,100	800	800
Taxicab - Drivers (Central Services)	2,369	2,634	3,119	2,814	2,720	3,205	3,347	2,481	2,557
Taxicab - Vehicles (Central Services)	6,600	7,480	8,085	7,865	8,920	9,350	9,350	7,915	9,110
Transient Merchant	1,320	625	910	1,180	905	1,325	1,310	750	985
Vehicle Removal Service	910	780	663	1,055	730	923	663	923	935
Veterinarian Expenses (Animal Control)	482	471	1,880	115	210	40	653	1,801	1,389
<b>Total</b>	<b>\$ 152,923</b>	<b>\$ 155,335</b>	<b>\$ 189,725</b>	<b>\$ 175,552</b>	<b>\$ 172,513</b>	<b>\$ 174,493</b>	<b>\$ 170,528</b>	<b>\$ 172,681</b>	<b>\$ 185,620</b>
General Fund	86,262	86,967	111,254	104,287	106,184	115,329	111,379	112,188	117,461
Animal Care and Control (Consolidated Bldg)	57,417	58,004	67,017	60,286	54,339	45,809	45,352	49,297	55,692
Central Services Fund	9,244	10,364	11,454	10,979	11,990	13,355	13,797	11,196	12,467
<b>Total</b>	<b>\$ 152,923</b>	<b>\$ 155,335</b>	<b>\$ 189,725</b>	<b>\$ 175,552</b>	<b>\$ 172,513</b>	<b>\$ 174,493</b>	<b>\$ 170,528</b>	<b>\$ 172,681</b>	<b>\$ 185,620</b>

Note: Includes application fee transactions and late charges if applicable

**City of South Bend  
Annual Licensing Fee Report  
For Year Ended December 31, 2015**

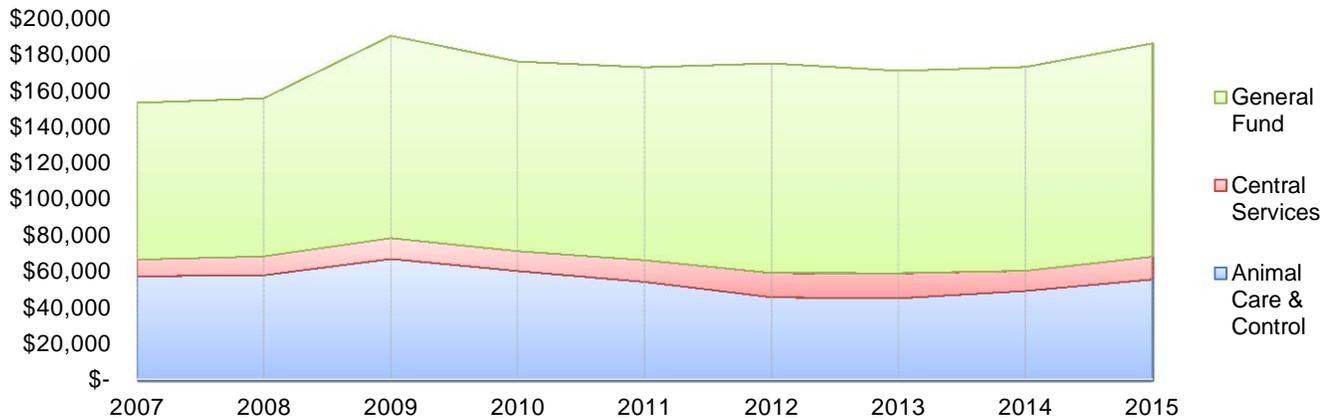
<b>License Type</b>	<b>2007 Actual No. Sold</b>	<b>2008 Actual No. Sold</b>	<b>2009 Actual No. Sold</b>	<b>2010 Actual No. Sold</b>	<b>2011 Actual No. Sold</b>	<b>2012 Actual No. Sold</b>	<b>2013 Actual No. Sold</b>	<b>2014 Actual No. Sold</b>	<b>2015 Actual No. Sold</b>
Adoption Fee (Animal Control)	330	437	357	332	247	195	257	296	284
Adult Business	6	5	5	5	5	5	5	4	4
Alarm Agents	25	25	28	28	45	58	64	70	73
Animal Surrenders (Animal Control)	1,512	1,210	888	930	847	685	563	332	414
Arborist/Tree Service	29	35	34	36	40	46	47	42	43
Automotive Repair/Service Center	95	92	108	94	95	99	93	94	95
Busker or Sidewalk Performer	-	-	-	-	-	-	-	12	-
Charitable Solicitation	12	13	10	11	16	16	11	13	14
Dangerous Dog License Fees (Animal Control)	68	42	47	53	36	38	18	8	-
Euthanasia Fee for Pets (Animal Control)	108	94	37	108	166	167	87	57	46
Food Vending Machines (per location)	-	-	-	-	-	-	-	-	4
Food Vending Vehicle (per vehicle)	3	1	5	6	6	2	2	2	2
Hotel & Motel (per establishment)	19	18	17	19	19	17	18	18	17
Itinerant Restaurant	3	3	2	2	2	1	1	1	1
Lawn Parking (10 or more cars) flat rate	87	110	148	83	70	65	83	40	160
Lawn Parking (under 10 cars) per parking space	99	197	235	72	46	34	28	30	105
Massage Establishment	3	5	11	10	16	15	9	9	13
Massage Technician	16	18	25	18	22	21	15	13	21
Micro Chipping for Pets (Animal Control)	193	147	172	191	924	702	118	183	203
Open Air Business (per location)	17	16	15	24	15	17	19	85	66
Outdoor Motion Picture Theatre	-	-	-	-	-	-	1	-	-
Peddlers/Canvassers	50	41	56	69	83	87	63	59	54
Performing Animal Exhibitions	-	-	-	-	-	-	-	1	-
Pet Licenses (Animal Control)	2,109	1,212	1,485	1,381	1,390	1,426	1,296	1,202	816
Pet Shops	3	3	3	4	3	4	4	4	4
Pick Up Fees (unwanted pets) Animal Control	-	-	-	-	-	-	-	-	12
Pool Halls	2	1	1	1	1	-	-	-	-
Precious Metal Dealer	5	7	7	7	11	16	15	13	7
Public Parking Facility (per facility)	15	16	16	15	15	11	10	9	9
Reclaim Fee for Impounded Pets (Animal Control)	500	300	413	418	405	316	342	148	202
Restaurant	466	428	494	487	517	518	502	517	505
Rubbish/Garbage Removal	-	17	23	18	19	19	15	13	11
Scrap Metal/Junk Dealers	16	23	18	17	17	17	15	13	18
Second Hand Dealers (per year)	21	18	29	25	32	31	33	37	34
Self Service Laundry	8	8	10	9	9	9	9	9	9
Tattoo Establishments	-	-	-	-	-	-	1	1	1
Tattoo Artists	-	-	-	-	-	-	4	6	6
Taxicab - Companies (Central Services)	11	11	11	12	12	8	11	8	8
Taxicab - Drivers (Central Services)	155	173	205	184	175	158	165	124	126
Taxicab - Vehicles (Central Services)	120	136	147	142	180	170	180	168	145
Transient Merchant	9	9	10	9	9	12	8	6	7
Vehicle Removal Service	8	6	5	8	7	7	5	7	7
Veterinarian Expenses (Animal Control)	-	-	-	-	-	-	-	-	39
<b>Total</b>	<b>6,123</b>	<b>4,877</b>	<b>5,077</b>	<b>4,828</b>	<b>5,502</b>	<b>4,992</b>	<b>4,117</b>	<b>3,654</b>	<b>3,585</b>
General Fund	1,017	1,115	1,315	1,077	1,120	1,127	1,080	1,128	1,290
Animal Care and Control (Consolidated Bldg)	4,820	3,442	3,399	3,413	4,015	3,529	2,681	2,226	2,016
Central Services Fund	286	320	363	338	367	336	356	300	279
<b>Total</b>	<b>6,123</b>	<b>4,877</b>	<b>5,077</b>	<b>4,828</b>	<b>5,502</b>	<b>4,992</b>	<b>4,117</b>	<b>3,654</b>	<b>3,585</b>

Note: Includes application fee transactions and late charges if applicable

**City of South Bend  
Annual Licensing Fee Report  
For Year Ended December 31, 2015**

License Type	Current License Fee	Estimate Revenue Per License	Estimated Cost Per License	Code	Enforce/Animal	Cont.	Building	Department	Fire	Department	Police	Department	Public	Works	Health	Department	City	Controller	Parks	Board	City	Attorney	Mayor's	Office	Common	Council / Clerk	Central	Services
				x																								
Adoption Fee (Animal Control)	Pre 8-1-14: \$75/Dogs, \$60/Cats --- Post 8-1-14: \$85/Dogs, \$100/Puppies, \$65/Cats	49.28	81.20	x																								
Adult Business	\$500.00	505.00	321.98				x	x	x												x	x						
Alarm Agents	\$75.00	82.00	69.41						x	x																		
Animal Surrenders (Animal Control)	\$20.00 (Pre 8-1-14: \$10.00)	21.49	121.80	x																								
Arborist/Tree Service	\$60.00/yr, \$3.50 vehicle	85.00	110.79																									
Automotive Repair/Service Center	\$200.00	204.89	309.37	x	x	x																						
Busker or Sidewalk Performer	\$20 in 2014; no longer in existence	N/A	-										x															
Charitable Solicitation	\$45.00	47.14	23.14																									
Dangerous Dog License Fees (Animal Control)	Dangerous Dog License eliminated in 2015	N/A	81.20	x																								
Euthanasia Fee for Pets (Animal Control)	\$20.00 per pet	20.87	121.80	x																								
Food Vending Machines (per location)	\$40.00 per machine, 4 businesses with 125 locations in 2015	771.25	3.28										x															
Food Vending Vehicle (per vehicle)	\$65 per vehicle (2 licenses is actually 2 companies with several vehicles)	323.50	3.28																									x
Hotel & Motel (per establishment)	\$95.00	100.59	174.73				x	x																				
Itinerant Restaurant	\$75.00, \$30 entertainment	5.00	85.47				x	x																				
Lawn Parking (10 or more cars) flat rate	\$50 per game (10% discount for season)	45.83	18.68																									
Lawn Parking (under 10 cars) per parking space	\$3.00 per space (10% discount for season)	34.15	18.68																									
Massage Establishment	\$200.00	182.31	290.43																									
Massage Technician	\$75.00	70.81	270.75																									
Micro Chipping for Pets (Animal Control)	\$20.00 per pet	20.10	81.20	x																								
Open Air Business (per location)	\$45.00/private property, \$40.00 public	41.74	64.46	x	x																							
Outdoor Motion Picture Theatre	\$85.00	N/A	-																									
Peddlers/Canvassers	\$50.00	43.06	46.27																									
Performing Animal Exhibitions	\$85.00	N/A	-	x	x																							
Pet Licenses (Animal Control)	*See fee structure below (Pre 8-1-14: \$10 - \$25 per pet)	26.70	40.60	x																								
Pet Shops	\$140.00	145.00	46.27	x	x	x	x																					
Pick Up Fees (unwanted pets) Animal Control	\$40.00 per pet (Pre 2015: \$20.00 per pet)	64.33	214.34	x	x	x	x																					
Pool Halls	\$100.00	N/A	105.32				x	x	x																			
Precious Metal Dealer	\$75.00	81.14	307.26				x																					
Public Parking Facility (per facility)	\$80.00	69.33	28.55																									
Reclaim Fee for Impounded Pets (Animal Control)	**See fee structure below (Pre 8-1-14: \$20 licensed, \$30 unlicensed, \$50 subsequent)	18.86	81.20	x																								
Restaurant	\$90/to 150 guests, \$110/more than 150, \$30 entertain.	78.46	893.21				x	x																				
Rubbish/Garbage Removal	\$60.00 & \$10.00 inspection	625.73	9.52	x																								
Scrap Metal/Junk Dealers	\$250.00	169.44	18.68																									
Second Hand Dealers (per year)	\$115.00 per year, \$40.00 outdoor display adder	131.06	530.22	x	x	x	x																					
Self Service Laundry	\$3.00 per machine, \$45.00/ per establishment	227.44	94.81				x	x																				
Tattoo Establishments	\$250.00 initial, \$150.00 renew	155.00	399.21				x	x	x																			
Tattoo Artists	\$125.00 initial, \$75.00 renew	77.83	270.75																									
Taxicab - Companies (Central Services)	\$100.00 per company	100.00	170.49																									
Taxicab - Drivers (Central Services)	\$21.00 per driver	20.29	160.97																									
Taxicab - Vehicles (Central Services)	1st inspection \$55.00 per vehicle, re-inspection for vehicles failing 1st inspection \$25.00 per vehicle	62.83	170.49																									
Transient Merchant	\$135.00 single location, \$50.00 Christmas trees/wreaths	140.71	68.06																									
Vehicle Removal Service	\$125.00	133.57	69.41	x			x	x																				
Veterinarian Expenses (Animal Control)	Medical expenses billed to owner (various)	35.62	81.20	x																								
<b>Total</b>																												
General Fund																												
Animal Care and Control (Consolidated Bldg)																												
Central Services Fund																												
<b>Total</b>																												
Note: Includes application fee transactions and late charges if applicable	* Pet Licensing Fees: Residential Altered annual fee: 1 pet \$15 / 2-4 pets \$25 / 5-8 pets \$50 / 9-12 pets \$100 / 13-16 pets \$125 / 17-19 pets \$150, Residential Non-altered annual fee: 1 pet \$50 / up to 3 pets \$300 ** Return to Owner Fees: 1st redemption \$15 / 2nd \$50 / 3rd \$75 / 4th and subsequent \$100																											

## City of South Bend, Indiana Licensing Fee Revenue 2007 thru 2015



	Animal Care & Control	Central Services	General Fund	Grand Total
<b>2007</b>	\$ 57,417	\$ 9,244	\$ 86,262	\$ 152,923
<b>2008</b>	\$ 58,004	\$ 10,364	\$ 86,967	\$ 155,335
<b>2009</b>	\$ 67,017	\$ 11,454	\$ 111,254	\$ 189,725
<b>2010</b>	\$ 60,286	\$ 10,979	\$ 104,287	\$ 175,552
<b>2011</b>	\$ 54,339	\$ 11,990	\$ 106,184	\$ 172,513
<b>2012</b>	\$ 45,809	\$ 13,355	\$ 115,329	\$ 174,493
<b>2013</b>	\$ 45,352	\$ 13,797	\$ 111,379	\$ 170,528
<b>2014</b>	\$ 49,297	\$ 11,196	\$ 112,188	\$ 172,681
<b>2015</b>	\$ 55,692	\$ 12,467	\$ 117,461	\$ 185,620

- The majority of licensing revenue is deposited into the General Fund.

- Taxicab licensing revenue is deposited into the Central Services Fund.

- Animal Care & Control fee revenue is deposited into the Building Department Fund.

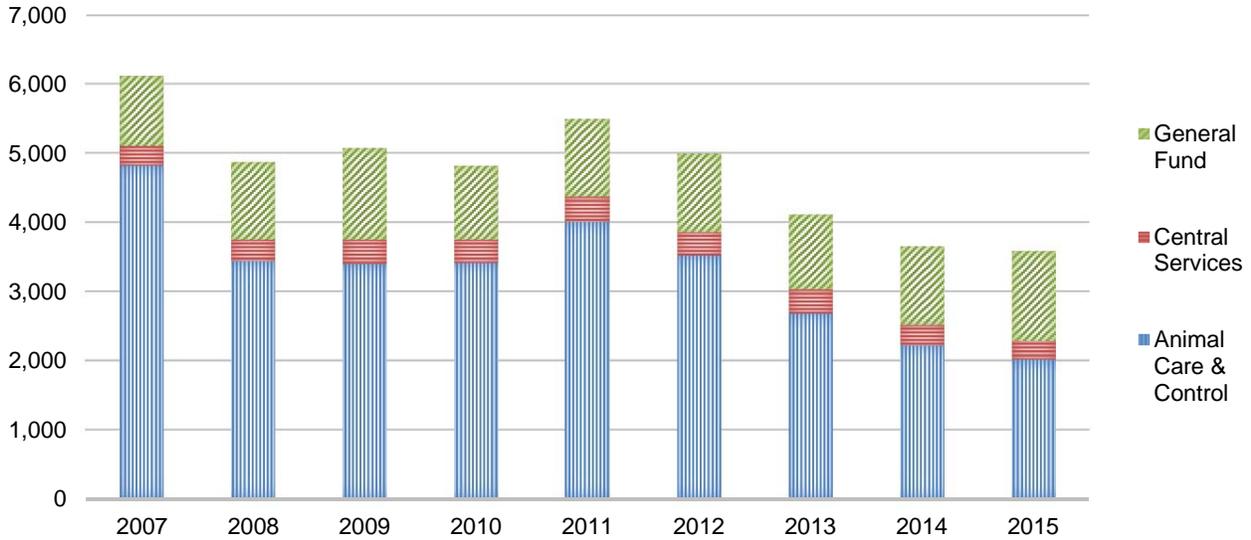
Licensing fee revenue increased during 2009 due to the efforts of the new Business License Administrator, increases in pet licenses and pet reclaim revenue by Animal Care & Control, and greater lawn parking revenue during Notre Dame football games.

Licensing fee revenue declined in 2010 vs 2009 as a result of lower of animal adoption fees, automobile repair licenses and garbage removal license revenue. Another reason for this decline was the advance billing and prepayment of certain licenses (i.e. automotive repair and alarm agent licenses) in December 2009 for the 2010 fiscal year.

General Fund licensing fee revenue increased in 2015. The addition of vending machine licensing fees brought in \$3,085. Increased lawn parking permits, massage establishment and massage technician licenses contributed \$1,800.

Animal Care & Control revenue increased by \$6,000 due to restructuring of the fee schedule.

**City of South Bend, Indiana  
Number of Licenses Sold  
2007 thru 2015**



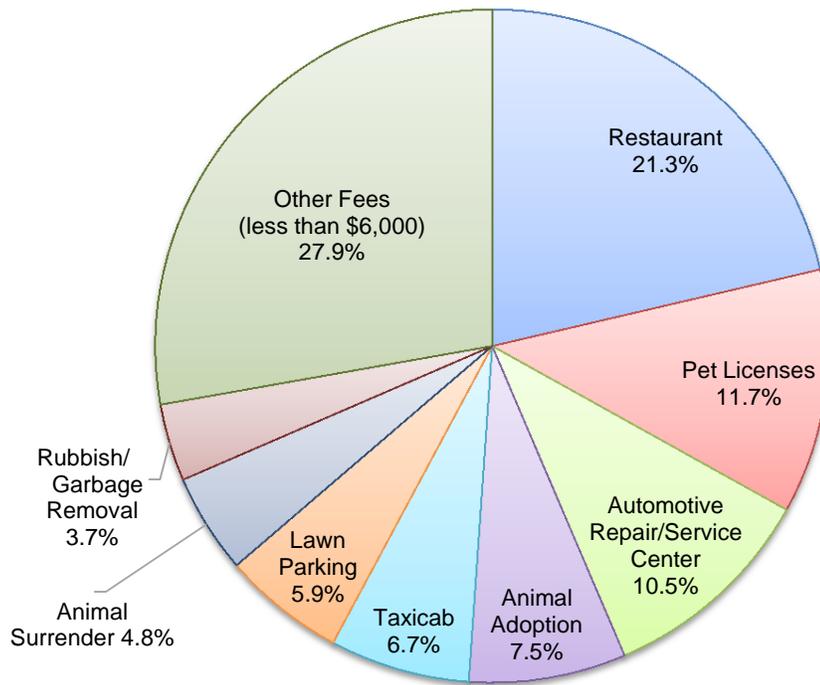
	<b>Animal Care &amp; Control</b>	<b>Central Services</b>	<b>General Fund</b>	<b>Grand Total</b>
<b>2007</b>	4,820	286	1,017	6,123
<b>2008</b>	3,442	320	1,115	4,877
<b>2009</b>	3,399	363	1,315	5,077
<b>2010</b>	3,413	338	1,077	4,828
<b>2011</b>	4,015	367	1,120	5,502
<b>2012</b>	3,529	336	1,127	4,992
<b>2013</b>	2,681	356	1,080	4,117
<b>2014</b>	2,226	300	1,128	3,654
<b>2015</b>	2,016	279	1,290	3,585

**Animal Care & Control:** The number of licenses sold decreased due to the restructuring of the fee schedule. Pet licenses are no longer counted by pet; they are now counted by household. Also, the dangerous dog license was eliminated in 2015.

**General Fund:** The number of licenses sold for the "Civil City" operations (Business Licensing and the City Clerk) increased primarily due to lawn parking licenses. Due to ND football's poor performance this season, many parkers opted to purchase their permits on game to game basis. Since licenses are counted per permit, more single game permits means more licenses sold.

**Central Services:** The number of taxicab licenses and has remained fairly consistent from 2007 to 2015.

**City of South Bend, Indiana  
2015 Licensing Revenue by Type**



	<u>Amount</u>	<u>Percent</u>
Restaurant	\$ 39,622	21.3%
Pet Licenses	21,790	11.7%
Automotive Repair/Service Center	19,465	10.5%
Animal Adoption	13,995	7.5%
Taxicab	12,467	6.7%
Lawn Parking	10,919	5.9%
Animal Surrender	8,896	4.8%
Rubbish/Garbage Removal	6,883	3.7%
Other Fees (less than \$6,000)	51,583	27.9%
<b>Grand Total</b>	<b>\$ 185,620</b>	<b>100.0%</b>