



Period Ending: December 31, 2017

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, 2017. 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 2008 through 2017.

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Distribution

Mayor	Pete Buttigieg
Chief of Staff	Laura O'Sullivan
Deputy Chief of Staff	Suzanna Fritzberg
Common Council	
Department Heads	
Fiscal Officers	
Business License Administrator	Michelle Adams

**City of South Bend, Indiana
Annual Licensing & Fee Report
For Year Ended December 31, 2017**

License Type	2008 Actual \$ Revenue	2009 Actual \$ Revenue	2010 Actual \$ Revenue	2011 Actual \$ Revenue	2012 Actual \$ Revenue	2013 Actual \$ Revenue	2014 Actual \$ Revenue	2015 Actual \$ Revenue	2016 Actual \$ Revenue	2017 Actual \$ Revenue
Animal Surrenders/Euthanasia Fee (Animal Control)	2,175	4,422	3,841	4,180	5,708	7,349	7,787	9,729	10,081	7,785
Adult Business	2,525	3,590	1,560	2,020	2,525	2,525	2,020	2,020	2,020	2,020
Alarm Agents	1,815	3,005	2,363	2,985	4,523	5,341	5,711	5,906	5,775	5,486
Animal Adoption Fee (Animal Control)	32,996	24,819	21,958	16,209	11,164	11,583	11,982	13,910	16,924	25,236
Arborist/Tree Service	2,541	2,738	3,479	2,769	3,394	3,634	3,423	3,628	3,838	3,684
Automotive Repair/Service Center	17,765	23,685	19,870	14,360	19,535	19,280	18,410	19,055	17,950	17,700
Busker or Sidewalk Performer	-	-	-	-	-	-	275	-	-	-
Carnivals & Circuses	-	-	-	-	-	-	-	-	-	115
Charitable Solicitation	610	455	560	583	765	460	610	660	700	310
Dangerous Dog License Fees (Animal Control)	2,577	3,430	3,560	2,196	2,640	1,215	615	-	-	-
Food Vending Machines (per location)	-	-	-	-	-	-	-	5,100	5,584	5,780
Food Vending Vehicle (per vehicle)	103	943	1,282	835	647	707	717	647	712	433
Hotel & Motel (per establishment)	1,587	2,485	1,762	1,342	1,729	1,629	1,805	1,710	1,662	1,810
Itinerant Restaurant	15	10	10	10	5	5	5	5	5	5
Lawn Parking (10 or more cars) flat rate	2,730	3,864	6,445	6,730	7,779	7,865	6,820	7,333	7,578	9,308
Lawn Parking (under 10 cars) per parking space	1,894	2,185	3,171	4,549	3,829	2,455	3,215	3,586	2,842	2,661
Massage Establishment	565	1,531	1,279	1,685	1,911	1,605	1,865	2,365	1,635	1,440
Massage Technician	1,063	1,396	1,150	1,141	1,239	1,120	1,048	1,483	1,478	1,685
Micro Chipping for Pets (Animal Control)	2,944	3,445	3,829	3,386	3,048	2,156	3,660	4,161	3,255	4,100
Mobile Food Truck	-	-	-	-	-	-	-	-	2,120	3,655
Open Air Business (per location)	510	520	634	403	543	713	2,840	2,405	1,670	1,783
Outdoor Motion Picture Theatre	-	-	-	-	-	5	-	-	-	-
Peddlers/Canvassers	1,998	1,835	2,770	4,425	4,305	2,671	2,745	2,325	910	780
Performing Animal Exhibitions	-	-	-	-	-	-	48	-	-	-
Pet Licenses (Animal Control)	9,561	17,830	16,819	17,668	17,792	17,244	15,993	22,035	19,545	25,178
Pet Shops	435	753	440	145	580	580	580	580	290	159
Pick Up Fees (unwanted pets) Animal Control	408	260	505	260	80	2,347	2,682	460	690	480
Pool Halls	105	105	110	100	-	-	-	-	-	-
Precious Metal Dealer	648	650	686	330	1,183	973	1,048	568	568	568
Public Parking Facility (per facility)	1,360	1,456	1,363	1,715	991	690	680	709	781	704
Reclaim Fee for Impounded Pets (Animal Control)	6,872	10,931	9,659	10,230	5,337	2,805	4,778	3,934	4,750	6,375
Restaurant	32,506	39,629	39,588	40,482	41,249	39,624	39,509	39,793	40,298	41,991
Rubbish/Garbage Removal	6,542	8,240	3,277	9,764	6,540	6,087	6,725	6,868	7,206	7,456
Scrap Metal/Junk Dealers	4,088	4,795	4,380	4,443	4,085	4,070	3,065	3,300	2,810	2,560
Second Hand Dealers (per year)	2,434	3,837	4,113	2,032	3,893	4,690	4,852	4,456	3,897	3,700
Self Service Laundry	1,723	1,984	1,770	1,711	1,836	1,907	1,854	2,048	1,920	2,078
Tattoo Artists	-	-	-	-	-	520	495	468	480	965
Tattoo Establishments	-	-	-	-	-	255	155	155	155	410
Taxicab - Companies (Central Services)	250	250	300	350	800	1,100	800	800	700	490
Taxicab - Drivers (Central Services)	2,634	3,119	2,814	2,720	3,205	3,347	2,481	2,557	2,176	1,366
Taxicab - Vehicles (Central Services)	7,480	8,085	7,865	8,920	9,350	9,350	7,915	9,110	8,130	3,750
Transient Merchant	625	910	1,180	905	1,325	1,310	750	895	625	755
Vehicle Removal Service	780	663	1,055	730	923	663	923	935	990	780
Total	\$ 154,864	\$ 187,855	\$ 175,447	\$ 172,313	\$ 174,458	\$ 169,880	\$ 170,885	\$ 185,696	\$ 182,748	\$ 195,539
General Fund	86,967	111,264	104,297	106,194	115,334	111,384	112,193	119,000	116,497	120,779
Animal Care and Control (Consolidated Bldg Fund)	57,533	65,137	60,171	54,129	45,769	44,699	47,497	54,229	55,245	69,154
Central Services Fund	10,364	11,454	10,979	11,990	13,355	13,797	11,196	12,467	11,006	5,606
Total	\$ 154,864	\$ 187,855	\$ 175,447	\$ 172,313	\$ 174,458	\$ 169,880	\$ 170,885	\$ 185,696	\$ 182,748	\$ 195,539

Note: Business license actual revenue 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
Annual Licensing & Fee Report
For Year Ended December 31, 2017

License Type	2008 Actual No. Sold	2009 Actual No. Sold	2010 Actual No. Sold	2011 Actual No. Sold	2012 Actual No. Sold	2013 Actual No. Sold	2014 Actual No. Sold	2015 Actual No. Sold	2016 Actual No. Sold	2017 Actual No. Sold
<i>Animal Surrenders/Euthanasia Fee (Animal Control)</i>	1,304	925	1,038	1,013	852	650	389	460	455	390
<i>Adult Business</i>	5	5	5	5	5	5	4	4	4	4
<i>Alarm Agents</i>	25	28	28	45	58	64	70	73	71	67
<i>Animal Adoption Fee (Animal Control)</i>	437	357	332	247	195	257	296	284	261	383
<i>Arborist/Tree Service</i>	35	34	36	40	46	47	42	43	47	44
<i>Automotive Repair/Service Center</i>	92	108	94	95	99	93	94	95	89	85
<i>Busker or Sidewalk Performer</i>	-	-	-	-	-	-	12	-	-	-
<i>Carnivals & Circuses</i>	-	-	-	-	-	-	-	-	-	1
<i>Charitable Solicitation</i>	13	10	11	16	16	11	13	14	14	8
<i>Dangerous Dog License Fees (Animal Control)</i>	42	47	53	36	38	18	8	-	-	-
<i>Food Vending Machines (per location)</i>	-	-	-	-	-	-	-	4	4	4
<i>Food Vending Vehicle (per vehicle)</i>	1	5	6	6	2	2	2	2	2	2
<i>Hotel & Motel (per establishment)</i>	18	17	19	19	17	18	18	17	17	19
<i>Itinerant Restaurant</i>	3	2	2	2	1	1	1	1	1	1
<i>Lawn Parking (10 or more cars) flat rate</i>	110	148	83	70	65	83	40	70	71	62
<i>Lawn Parking (under 10 cars) per parking space</i>	197	235	72	46	34	28	30	31	28	21
<i>Massage Establishment</i>	5	11	10	16	15	9	9	13	8	8
<i>Massage Technician</i>	18	25	18	22	21	15	13	21	19	22
<i>Micro Chipping for Pets (Animal Control)</i>	147	172	191	924	702	118	183	203	163	226
<i>Mobile Food Truck</i>	-	-	-	-	-	-	-	-	4	11
<i>Open Air Business (per location)</i>	16	15	24	15	17	19	85	66	48	44
<i>Outdoor Motion Picture Theatre</i>	-	-	-	-	-	1	-	-	-	-
<i>Peddlers/Canvassers</i>	41	56	69	83	87	63	59	54	26	21
<i>Performing Animal Exhibitions</i>	-	-	-	-	-	-	1	-	-	-
<i>Pet Licenses (Animal Control)</i>	1,212	1,485	1,381	1,390	1,426	1,296	1,202	816	700	769
<i>Pet Shops</i>	3	3	4	3	4	4	4	4	2	1
<i>Pick Up Fees (unwanted pets) Animal Control</i>	-	-	-	-	-	-	-	12	18	12
<i>Pool Halls</i>	1	1	1	1	-	-	-	-	-	-
<i>Precious Metal Dealer</i>	7	7	7	11	16	15	13	7	7	7
<i>Public Parking Facility (per facility)</i>	16	16	15	15	11	10	9	9	9	8
<i>Reclaim Fee for Impounded Pets (Animal Control)</i>	300	413	418	405	316	342	148	202	215	275
<i>Restaurant</i>	428	494	487	517	518	502	517	505	510	521
<i>Rubbish/Garbage Removal</i>	17	23	18	19	19	15	13	11	12	10
<i>Scrap Metal/Junk Dealers</i>	23	18	17	17	17	15	13	13	12	11
<i>Second Hand Dealers (per year)</i>	18	29	25	32	31	33	37	34	29	28
<i>Self Service Laundry</i>	8	10	9	9	9	9	9	9	9	10
<i>Tattoo Artists</i>	-	-	-	-	-	4	6	6	6	9
<i>Tattoo Establishments</i>	-	-	-	-	-	1	1	1	1	2
<i>Taxicab - Companies (Central Services)</i>	11	11	12	12	8	11	8	8	7	6
<i>Taxicab - Drivers (Central Services)</i>	173	205	184	175	158	165	124	126	104	65
<i>Taxicab - Vehicles (Central Services)</i>	136	147	142	180	170	180	168	165	147	68
<i>Transient Merchant</i>	9	10	9	9	12	8	6	7	7	7
<i>Vehicle Removal Service</i>	6	5	8	7	7	5	7	7	8	6
Total	4,877	5,077	4,828	5,502	4,992	4,117	3,654	3,397	3,135	3,238
General Fund	1,115	1,315	1,077	1,120	1,127	1,080	1,128	1,121	1,065	1,044
Animal Care and Control (Consolidated Bldg Fund)	3,442	3,399	3,413	4,015	3,529	2,681	2,226	1,977	1,812	2,055
Central Services Fund	320	363	338	367	336	356	300	299	258	139
Total	4,877	5,077	4,828	5,502	4,992	4,117	3,654	3,397	3,135	3,238

Note: Business license actual revenue 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
Annual Licensing & Fee Report
For Year Ended December 31, 2017**

License Type	Current License Fee	Estimate Revenue Per License	Estimated Cost Per License
<i>Animal Surrenders/Euthanasia Fee (Animal Control)</i>	\$20 per animal (Pre 8-1-14: \$10)	\$ 20	\$ 6
<i>Adult Business</i>	\$500 per year	\$ 505	\$ 98
<i>Alarm Agents</i>	\$75 per year	\$ 82	\$ 38
<i>Animal Adoption Fee (Animal Control)</i>	\$85/Dogs, \$100/Puppies, \$65/Cats (Pre 8-1-14: \$75/Dogs, \$60/Cats)	\$ 66	\$ 38
<i>Arborist/Tree Service</i>	\$60 per year, \$3.50 vehicle	\$ 84	\$ 158
<i>Automotive Repair/Service Center</i>	\$200 per year	\$ 208	\$ 308
<i>Busker or Sidewalk Performer</i>	\$20 in 2014; no longer in existence	n/a	n/a
<i>Carnivals & Circuses</i>	\$105 per year	\$ 115	\$ 38
<i>Charitable Solicitation</i>	\$45 per year	\$ 39	\$ 38
<i>Dangerous Dog License Fees (Animal Control)</i>	Dangerous Dog License eliminated in 2015	n/a	n/a
<i>Food Vending Machines (per location)</i>	\$40 per machine (4 businesses with machines in various locations)	\$ 1,445	\$ 38
<i>Food Vending Vehicle (per vehicle)</i>	\$65 per vehicle (2 companies with multiple vehicles)	\$ 216	\$ 38
<i>Hotel & Motel (per establishment)</i>	\$95 per year	\$ 95	\$ 232
<i>Itinerant Restaurant</i>	\$5 application fee, license cost recorded with restaurant fee revenue	\$ 5	\$ 38
<i>Lawn Parking (10 or more cars) flat rate</i>	\$50 per game (10% discount for season)	\$ 150	\$ 29
<i>Lawn Parking (under 10 cars) per parking space</i>	\$3 per space (10% discount for season)	\$ 127	\$ 29
<i>Massage Establishment</i>	\$200 per year	\$ 180	\$ 38
<i>Massage Technician</i>	\$75 per year	\$ 77	\$ 38
<i>Micro Chipping for Pets (Animal Control)</i>	\$20 per pet	\$ 18	\$ 3
<i>Mobile Food Truck</i>	\$525/1 year, \$50/1 day, \$130/30 days, \$200/90 days	\$ 332	\$ 38
<i>Open Air Business (per location)</i>	\$45 private property, \$40 public (Open air businesses are donation boxes or an individual or business setting up a stand or tent to sell goods outdoors)	\$ 41	\$ 38
<i>Outdoor Motion Picture Theatre</i>	\$85 per year	n/a	n/a
<i>Peddlers/Canvassers</i>	\$50 general, \$5 for veterans	\$ 37	\$ 38
<i>Performing Animal Exhibitions</i>	\$85 per year	n/a	n/a
<i>Pet Licenses (Animal Control)</i>	*See fee structure below (Pre 8-1-14: \$10 - \$25 per pet)	\$ 33	\$ 3
<i>Pet Shops</i>	\$140 per year	\$ 159	\$ 38
<i>Pick Up Fees (unwanted pets) Animal Control</i>	\$40 per pet (Pre 2015: \$20 per pet)	\$ 40	\$ 36
<i>Pool Halls</i>	\$100 per year	n/a	n/a
<i>Precious Metal Dealer</i>	\$75 per year	\$ 81	\$ 278
<i>Public Parking Facility (per facility)</i>	\$80 per year	\$ 88	\$ 38
<i>Reclaim Fee for Impounded Pets (Animal Control)</i>	**See fee structure below (Pre 8-1-14: \$20 licensed, \$30 unlicensed, \$50 subsequent)	\$ 23	\$ 9
<i>Restaurant</i>	\$90/up to 150 guests, \$110/more than 150, \$5/not-for-profits (schools, churches, VFW), \$30 for live entertainment	\$ 81	\$ 1,063
<i>Rubbish/Garbage Removal</i>	\$60 per vehicle & \$10 inspection (10 companies with multiple vehicles)	\$ 746	\$ 38
<i>Scrap Metal/Junk Dealers</i>	\$250 per year	\$ 233	\$ 38
<i>Second Hand Dealers (per year)</i>	\$115 per year, additional \$40.00 for outdoor display	\$ 132	\$ 488
<i>Self Service Laundry</i>	\$3 per machine, \$45 per establishment	\$ 208	\$ 53
<i>Tattoo Artists</i>	\$125 initial, \$75 renew	\$ 107	\$ 38
<i>Tattoo Establishments</i>	\$250 initial, \$150 renew	\$ 205	\$ 38
<i>Taxicab - Companies (Central Services)</i>	\$100 per company	\$ 82	\$ 200
<i>Taxicab - Drivers (Central Services)</i>	\$21 per driver	\$ 21	\$ 190
<i>Taxicab - Vehicles (Central Services)</i>	1st inspection \$55 per vehicle, re-inspection for vehicles failing 1st inspection \$25 per vehicle	\$ 55	\$ 200
<i>Transient Merchant</i>	\$135 single location, \$50 Christmas trees/wreaths	\$ 108	\$ 68
<i>Vehicle Removal Service</i>	\$125 per year	\$ 130	\$ 38
Total			
General Fund			
Animal Care and Control (Consolidated Bldg Fund)			
Central Services Fund			
Total			

Note: Business license actual revenue 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
Annual Licensing & Fee Report
For Year Ended December 31, 2017

Licensing: The City of South Bend collects revenue from the issuance of various licenses including business licenses, lawn parking licenses, taxicab licenses, and pet licenses.

Fees: The City also collects various fees for services performed by the Animal Care & Control Division, such as animal surrender fees, unwanted pet pick-up fees, euthanasia fees, and more.

Revenue: The majority of licensing revenue is deposited into the General Fund (101). Taxicab licensing revenue is deposited into the Central Services Fund (222). Animal Care & Control fee revenue is deposited into the Consolidated Building Department Fund (600).

Factors: There are several factors that can cause variances from year to year.

-- When a business closes or moves out of South Bend

-- New applicants

-- When a licensed business changes ownership, the new owner has to apply for their own license. The following year, that location will only generate half the licensing revenue.

-- There can be the same number of licenses issued for a specific category but a difference in revenue due to late fees or the number of decals/plates issued

-- Lawn parking is directly related to the success of the Notre Dame Football team. Lawn parking licensing revenue typically increases when the team is having a good season.

Explanation of Significant Changes:

-- 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 from 2009 to 2010 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 (e.g. automotive repair and alarm agent licenses) in December 2009 for the 2010 fiscal year.

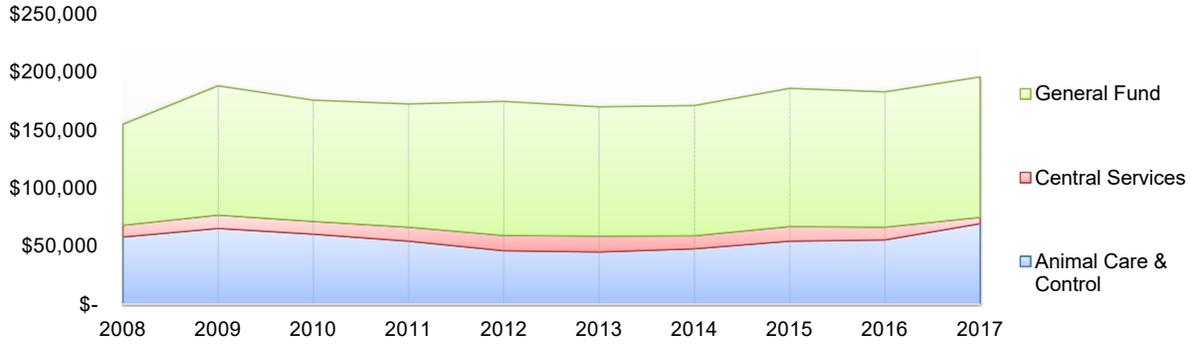
-- General Fund licensing revenue increased by \$4,281 from 2016 to 2017. The addition of 7 mobile food truck licenses brought in \$1,535. Restaurant licenses increased by 11 from 2016 to 2017, increasing revenue by \$1,693. The number of lawn parking licenses for 10 or more spaces decreased, but the number of games per license increased, resulting in increased revenue overall. Increased lawn parking permits, massage technician licenses, rubbish/garbage removal licenses, and tattoo establishment & tattoo artist licenses contributed \$2,747.

-- Taxicab licensing revenue declined by \$1,461 from 2015 to 2016 and \$5,400 from 2016 to 2017. The number of taxicab driver licenses decreased by 22 from 2015 to 2016 and 39 from 2016 to 2017. The increased popularity of Uber and Lyft, alternatives to the traditional taxi service, is directly related to this decrease.

-- Animal Care & Control: The number of animal surrenders decreased by 65 from 2016 to 2017. Animal adoption revenue increased by \$8,312 from 2016 to 2017 and the number of adoptions increased by 122. During 2017, the department increased enforcement of pet licenses, increasing pet license revenue by \$5,633 from 2016 to 2017.

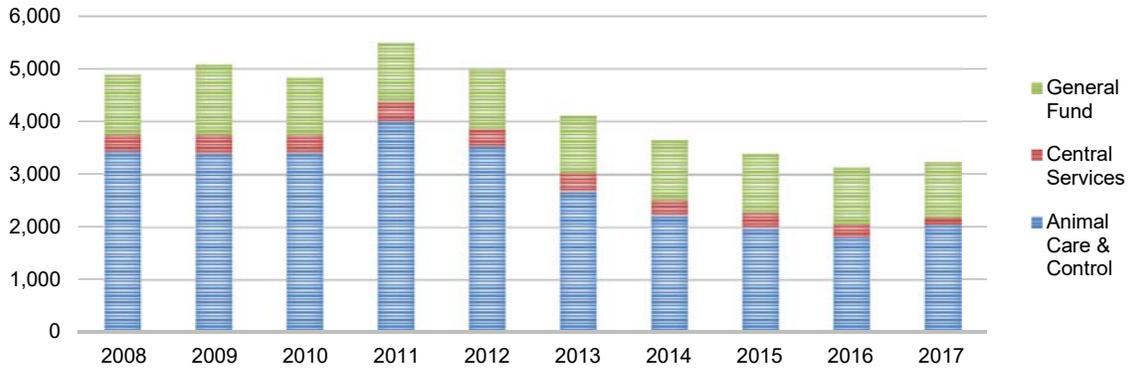
Note: Pet licenses are no longer counted by pet; they are now counted by household. Also, the dangerous dog license was eliminated in 2015.

**City of South Bend, Indiana
Licensing & Fee Revenue Summary
2008 thru 2017**



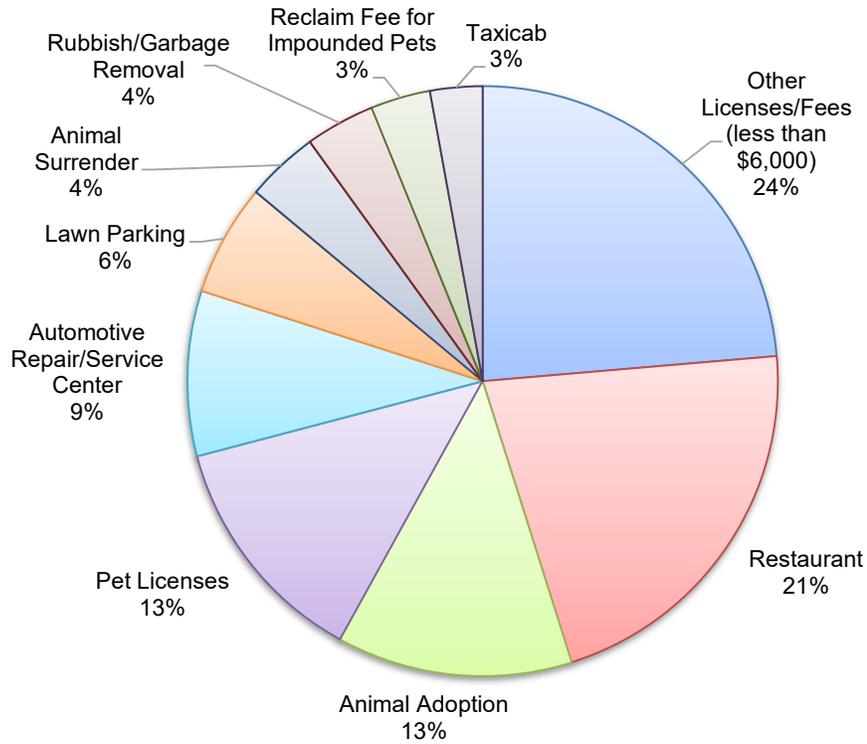
	Animal Care & Control	Central Services	General Fund	Grand Total
2008	\$ 57,533	\$ 10,364	\$ 86,967	\$ 154,864
2009	\$ 65,137	\$ 11,454	\$ 111,264	\$ 187,855
2010	\$ 60,171	\$ 10,979	\$ 104,297	\$ 175,447
2011	\$ 54,129	\$ 11,990	\$ 106,194	\$ 172,313
2012	\$ 45,769	\$ 13,355	\$ 115,334	\$ 174,458
2013	\$ 44,699	\$ 13,797	\$ 111,384	\$ 169,880
2014	\$ 47,497	\$ 11,196	\$ 112,193	\$ 170,885
2015	\$ 54,229	\$ 12,467	\$ 119,000	\$ 185,696
2016	\$ 55,245	\$ 11,006	\$ 116,497	\$ 182,748
2017	\$ 69,154	\$ 5,606	\$ 120,779	\$ 195,539

**Number of Licenses/Fees Summary
2008 thru 2017**



	Animal Care & Control	Central Services	General Fund	Grand Total
2008	3,442	320	1,115	4,877
2009	3,399	363	1,315	5,077
2010	3,413	338	1,077	4,828
2011	4,015	367	1,120	5,502
2012	3,529	336	1,127	4,992
2013	2,681	356	1,080	4,117
2014	2,226	300	1,128	3,654
2015	1,977	299	1,121	3,397
2016	1,812	258	1,065	3,135
2017	2,055	139	1,044	3,238

City of South Bend, Indiana 2017 Licensing & Fee Revenue by Type



	Amount	Percent
Other Licenses/Fees (less than \$6,000)	\$ 46,243	23.65%
Restaurant	\$ 41,991	21.47%
Animal Adoption	\$ 25,236	12.91%
Pet Licenses	\$ 25,178	12.88%
Automotive Repair/Service Center	\$ 17,700	9.05%
Lawn Parking	\$ 11,969	6.12%
Animal Surrender	\$ 7,785	3.98%
Rubbish/Garbage Removal	\$ 7,456	3.81%
Reclaim Fee for Impounded Pets	\$ 6,375	3.26%
Taxicab	\$ 5,606	2.87%
Grand Total	\$ 195,539	100.00%