

# 2019 Budget Presentation

## Building Department

September 17, 2018



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# CITY OF SOUTH BEND

EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

## BUILDING DEPARTMENT

Monday, September 17, 2018

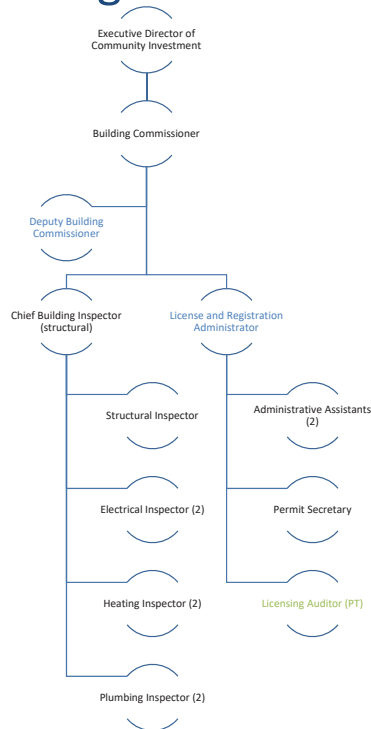
### BUILDING DEPARTMENT Department Vision

- The goal of BUILDING DEPARTMENT is to insure the safety and quality of the “Built Environment” through expeditious issuance of permits, distribution of up to date property information and timely inspections of projects.
- This goal can be achieved by:
  - Streamlining issuance of building permits
  - Certification of all Inspectors
  - Consistency of processes and procedures
  - Innovation

# BUILDING DEPARTMENT Overall Budget Summary

- Revenue – projection of 2% over 2018 budget & for at least next three years.
- Leveling off maximum activity over three years if a downturn.
- Vehicles – AWD vehicles for site access
- Personnel Change – All inspector positions filled. Preparing to fill Permit Secretary position. No new FTEs planned beyond current budgeted staff of 13 (2 of current 15 transferred for zoning administration)

# BUILDING DEPARTMENT Organization



## BUILDING DEPARTMENT Overall Staffing Changes

- One/Two probable Retirements at end of 2018; Three within Two Years
- Addition of new Plumbing Inspector and Structural Inspector. Total of 8 Inspectors
- Change of title for Design/Plan Review Specialist to Deputy Building Commissioner
- Total of 13 FTEs after transfers for zoning administration
- Integration of Business License Administrator (DCI) into License and Registration Administrator
- Part time License Auditor (costs covered by expected donations)

## BUILDING DEPARTMENT 2018 Accomplishments

- Verifiable – fence, reconnect or roofing permit processed within three minutes
- Two new Building Inspectors (Plumbing and Structural)
- Five new Inspector certifications (CBO Legal, Plumbing Plans Examiner, Residential Plumbing, Residential Electrical and HVAC Commercial)
- Transfer of ABZA duties to Area Plan – includes Ordinance enforcement so we can focus better on actual building issues
- Two Spanish speaking personnel – better service inclusion to community

## BUILDING DEPARTMENT 2019 Goals & Challenges

- Hire/train/rotate new staff into retirement positions
- Increase attendance at national level building/flood meetings
- Begin certification incentives for front office personnel
- Credit Card POS station for office and limited online
- Reduction in turnaround time for Plan Review notes and usable information from same.
- Implement online outreach/information to community via City mailings – FAQs and Forms in English and Spanish
- Review fees structure to balance economic development with recovery of administrative costs
- Explore streamlining relevant zoning administrative fees into building fee structure

## BUILDING DEPARTMENT Key Programs and Costs

Program Name	Program Description	Estimated 2018 Program Cost
Salary	Employee salaries and benefits	\$1,658,827
IT Allocated Expense	IT, Innovation, GIS, 311, Filemaker, small office phones, Dropbox fees	\$282,841
Vehicles	Vehicle lease payments/interest, fuel and repairs	\$82,953
Office Supplies	Print shop, central store, office supplies, postage & printing expenses	\$10,285
Building R & M	Building rent, utilities and cleaning/maintenance expense	\$10,000

## Department 600-1306 - Building Department

Fund Type	Enterprise Funds				Control	City Funds					
	2016 Actual	2017 Actual	2018 Amended Budget	06/30/18 Actual	2019 Proposed Budget	Forecast				Budget Variance 2018-2019	%
						2020	2021	2022	2023		Change
<b>Revenue</b>											
Licenses & Permits	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	1,323,027	1,422,705	1,381,730	765,141	1,590,560	1,622,371	1,654,819	1,687,915	1,721,673	208,830	15%
Fines, Forfeitures, and Fees	750	18,839	10,900	-	11,000	11,220	11,444	11,444	11,444	100	1%
Interest Earnings	19,491	25,326	35,000	23,364	5,000	5,100	5,202	5,202	5,202	(30,000)	-86%
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	2,136	3,591	3,000	-	3,000	3,000	3,000	3,000	3,000	-	0%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>1,345,404</b>	<b>1,470,461</b>	<b>1,430,630</b>	<b>788,505</b>	<b>1,609,560</b>	<b>1,641,691</b>	<b>1,674,465</b>	<b>1,707,561</b>	<b>1,741,320</b>	<b>178,930</b>	<b>13%</b>
<b>Expenditures by Type</b>											
<b>Personnel</b>											
Salaries & Wages	646,424	680,638	775,895	340,934	698,145	712,008	726,148	740,571	755,382	(77,750)	-10%
Fringe Benefits	291,763	323,634	368,661	158,152	260,682	378,026	349,104	360,493	372,455	(107,979)	-29%
<b>Total Personnel</b>	<b>938,187</b>	<b>1,004,271</b>	<b>1,144,556</b>	<b>499,086</b>	<b>958,827</b>	<b>1,090,034</b>	<b>1,075,252</b>	<b>1,101,064</b>	<b>1,127,838</b>	<b>(185,729)</b>	<b>-16%</b>
<b>Supplies</b>	<b>20,971</b>	<b>18,882</b>	<b>31,026</b>	<b>5,824</b>	<b>20,871</b>	<b>20,907</b>	<b>20,944</b>	<b>20,944</b>	<b>21,363</b>	<b>(10,155)</b>	<b>-33%</b>
<b>Services &amp; Charges</b>											
Professional Services	12,575	17,332	9,977	1,965	10,000	10,000	10,000	10,000	10,200	23	0%
Printing & Advertising	2,324	1,069	1,742	592	1,700	1,700	1,700	1,700	1,734	(42)	-2%
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	2,274	4,390	2,850	2,104	2,500	2,500	2,500	2,500	2,550	(350)	-12%
Travel	1,787	1,370	4,100	3,011	5,475	5,475	5,475	5,475	5,585	1,375	34%
Repairs & Maintenance	37,115	31,771	24,650	3,160	25,000	25,000	25,000	25,000	25,500	350	1%
Other Interfund Allocations	43,752	151,524	330,977	165,492	243,858	244,834	244,834	244,834	249,731	(87,119)	-26%
Debt Service											
Principal	16,105	31,067	48,442	18,973	46,343	42,727	43,020	23,593	4,673	(2,099)	-4%
Interest & Fees	702	2,031	4,693	1,815	3,140	2,225	1,357	567	69	(1,553)	-33%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Insurance	4,980	5,568	6,614	3,060	8,165	8,165	8,165	8,165	8,328	1,551	23%
Other Services & Charges	14,403	9,599	49,200	40,546	19,300	19,300	19,300	19,300	19,686	(29,900)	-61%
Transfers Out	-	-	-	-	158,943	158,943	158,943	158,943	158,943	158,943	-
<b>Total Services &amp; Charges</b>	<b>136,017</b>	<b>255,722</b>	<b>483,245</b>	<b>240,718</b>	<b>524,424</b>	<b>520,869</b>	<b>520,294</b>	<b>500,077</b>	<b>486,998</b>	<b>41,179</b>	<b>9%</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>1,095,175</b>	<b>1,278,875</b>	<b>1,658,827</b>	<b>745,627</b>	<b>1,504,122</b>	<b>1,631,810</b>	<b>1,616,490</b>	<b>1,622,085</b>	<b>1,636,199</b>	<b>(154,705)</b>	<b>-9%</b>
<b>Net Surplus / (Deficit)</b>	<b>250,229</b>	<b>191,586</b>	<b>(228,197)</b>	<b>42,877</b>	<b>105,438</b>	<b>9,881</b>	<b>57,975</b>	<b>85,476</b>	<b>105,121</b>		
<b>Department Purpose:</b>											
<p>The Building Department's purpose is to promote safe occupancy for all residents of the jurisdiction, serving all properties within the City of South Bend and all properties with a 5 digit address within St. Joseph County.</p> <p>The Building Department is responsible for building and zoning administration. The Building Department issues all permits for construction, demolition, and occupancy; oversees signage and buildings within the City of South Bend and St. Joseph County to ensure that they are constructed and maintained according to building and zoning codes. The Building Department issues and monitors contractor registrations and licenses, and also reviews and enforces Design Review standards in the City of South Bend.</p>											
<b>Explanation of Revenue Sources:</b>											
<p>The Building Department receives revenue from... Contractor registrations and licenses, reviewing and enforcing Design Review standards, and all permits issued for construction, demolition, occupancy and signage within the City of South Bend and St. Joseph County</p>											
<b>Explanation of Expenditures, Staffing, and Significant Changes/Variations:</b>											
<p>Revenue is expected to increase, based on current trending patterns.</p> <p>The majority of the Building Department's expenses are for personnel costs, approximately 76% of the 2019 budget. Other expenses include vehicle lease payments, fuel and repairs, building rent and cleaning/maintenance, and supplies.</p> <p>2019 and 2020 Each include 1 anticipated retirement payout.</p> <p>2020 includes the addition of a Secretary V.</p>											

## Department 600-1306 - Building Department

### Accomplishments, Goals, KPI's

#### 2018 Accomplishments & Outcomes

- Elimination of ABZA duties.
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#### 2019 Department Goals & Objectives and Linkage to City Results

- Well-Governed and Administered City**
- Priority Based Budgeting Result: Offers excellent services and efficient processes supported by timely and accurate analysis*
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- Priority Based Budgeting Result: Is a great employer attracting, developing, equipping and retaining great employees*
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#### Key Performance Indicators (KPI's)

Measure	Type	2017 Actual	2018 Estimated	2019 Target	Long Term Goal
- Permit Processing Times	efficiency	<3min.	<3min.	<3.min	< 3min.
- Plan Review Turnaround Time	efficiency	<48hrs.	<48hrs.	<48hrs.	< 48hrs.
-					
-					
-					
-					

Types: output, efficiency, effectiveness, quality, outcome, technology

#### 2019 Significant Changes/Challenges/Opportunities

- 2020 includes the addition of a Secretary V.
- 
- Credit Card POS station for office and limited online
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## Department 600-1306 - Building Department

### Staffing (Full-Time Employees only)

Position (* New title or additional position)	2018			2019 Proposed Budget	Forecast			
	2017 Actual	Amended Budget	06/30/18 Actual		2020	2021	2022	2023
<b>Non-Bargaining</b>								
Building Department (600-1306)								
Building Commissioner	1	1	1	1	1	1	1	1
Design/Plan Review Specialist	1	1	1	1	1	1	1	1
Business Services Administrator	1	1	1	0	0	0	0	0
Chief Building Inspector	1	1	1	1	1	1	1	1
Commercial Combination Inspector	3	3	3	2	2	2	2	2
Building Inspector	3	4	3	5	5	5	5	5
Administrative Assistant I	3	3	3	2	2	2	2	2
Secretary V	1	1	1	1	1	1	1	1
<b>Total Non-Bargaining</b>	<b>14</b>	<b>15</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>Bargaining</b>								
<b>Total Bargaining</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Full-Time Employees</b>	<b>14</b>	<b>15</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

**Explain Significant Staffing Changes Below:**

Due to a reorganization expected in 2019, positions are being moved from the Building Department to the budgeted City Planning Commission and Board of Zoning Appeals.



## Fund 600 - Consolidated Building Fund

### Five-Year Capital Improvement Plan

Name	Funding Source	2019 Budget	Forecast				Total	Justification
			2020	2021	2022	2023		
<b>Replacement Capital</b>								
SUV - Hybrid	Lease	-	25,000	-	-	-	25,000	
SUV - Hybrid	Lease	-	25,000	-	-	-	25,000	
							-	
SUV - Hybrid	Lease	-	-	-	-	26,500	26,500	
SUV - Hybrid	Lease	-	-	-	-	26,500	26,500	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Total Replacement Capital</b>		-	50,000	-	-	53,000	103,000	
<b>Project Capital</b>								
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Total Project Capital</b>		-	-	-	-	-	-	
<b>Total Capital</b>		-	50,000	-	-	53,000	103,000	

Minimum Thresholds:  
Equipment \$10,000 | Buildings \$100,000

**Explain Significant Spending on Capital Projects Below:**  
Anticipate leasing 2 new vehicles in 2020.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Proposed Expenditures
CONSOLIDATED BLDG. FUND								
600-1306-415.10-01	SALARIED WAGES	640,309	680,638	770,895	770,895	469,458	340,934	693,145

LEVEL	TEXT	TEXT AMT
BUDG	TOTAL FTE - 13	
	1 BUILDING COMMISSIONER	93,770
	1 DEPUTY BUILDING COMMISSIONER	63,375
	1 CHIEF BUILDING INSPECTOR	60,724
	2 COMMERCIAL COMBINATION INSPECTOR (2 X 52,119)	104,238
	5 BUILDING INSPECTOR (5 X 49,637)	248,185
	2 ADMINISTRATIVE ASSISTANT I (2 X 41,335)	82,670
	1 SECRETARY V	34,764
	EST. VACATION PAYOUT FOR RETIREMENT	5,419
		693,145

600-1306-415.10-05	TEMPORARY SERVICES	6,115	0	5,000	5,000	0	0	5,000
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LEVEL	TEXT	TEXT AMT
BUDG	TEMPORARY SERVICES FOR PART-TIME EMPLOYEES	5,000
		5,000

10	600-1306-415.11-01	FICA - REGULAR	48,386	50,877	58,974	58,974	34,751	25,308	53,108
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LEVEL	TEXT	TEXT AMT
BUDG	TOTAL WAGES X 7.65%	53,108
	.10-01 SALARIED WAGES \$53,108	
	.11-24 CELL PHONE ALLOWANCE \$1,080	
		53,108

600-1306-415.11-04	PERF - REGULAR	71,974	76,231	86,340	86,340	52,683	38,274	77,753
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LEVEL	TEXT	TEXT AMT
BUDG	BENEFITTED WAGES X 11.2%	77,753
	.10-01 SALARIED WAGES \$53,108	
	.11-24 CELL PHONE ALLOWANCE \$1,080	
		77,753

600-1306-415.11-07	UNEMPLOYMENT COMP	915	0	0	0	0	0	0
600-1306-415.11-08	HEALTH INSURANCE	165,128	191,065	215,420	215,420	129,692	90,232	122,328

LEVEL	TEXT	TEXT AMT
BUDG	HEALTH INSURANCE:	
	\$704.17 X 24 PAY PERIOD = \$16,900 X 12 FTE	202,800
	2019 HEALTH INSURANCE DEDUCTION - ONE TIME	83,280-
	HEALTH INSURANCE REBATE:	
	\$1,560 X 1 FTE	1,560
	LONG TERM DISABILITY:	1,248
	\$4.00 X 24 PAY PERIODS = \$96 X 13 FTE	

CITY OF SOUTH BEND

EXPENDITURES

2019 BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Proposed Expenditures
			122,328					
600-1306-415.11-09	LIFE INSURANCE	1,580	1,680	1,800	1,800	1,140	795	1,560
LEVEL	TEXT		TEXT AMT					
BUDG	\$5 X 24 PAY PERIODS = \$120 X 13 FTE		1,560					
			1,560					
600-1306-415.11-22	PARKING ALLOWANCE	2,700	2,700	3,120	3,120	2,385	2,070	3,120
LEVEL	TEXT		TEXT AMT					
BUDG	PARKING ALLOWANCE (7 EMPLOYEES)							
	3 EMP. X \$40.00 X 12 MONTHS		1,440					
	4 EMP. X \$35.00 X 12 MONTHS		1,680					
			3,120					
600-1306-415.11-24	CELL PHONE ALLOWANCE	1,080	1,080	1,080	1,080	665	540	1,080
LEVEL	TEXT		TEXT AMT					
BUDG	\$45 PER MO X 12 MONTHS X 2 EMPLOYEES		1,080					
			1,080					
⇒								
600-1306-415.11-29	PARENTAL LEAVE	0	0	1,927	1,927	1,235	932	1,733
LEVEL	TEXT		TEXT AMT					
BUDG	BENEFITED WAGES X 0.25%		1,733					
	.10-01 SALARIED WAGES \$693,145		1,733					
*	PERSONNEL SERVICES	938,187	1,004,271	1,144,556	1,144,556	692,009	499,086	958,827
600-1306-415.21-02	PRINT SHOP	189	178	1,800	1,800	49	42	1,800
LEVEL	TEXT		TEXT AMT					
BUDG	SAME AS 2018		1,800					
			1,800					
600-1306-415.21-03	C.S. OFFICE SUPPLIES	489	531	600	600	242	182	600
LEVEL	TEXT		TEXT AMT					
BUDG	SAME AS 2018		600					
			600					
600-1306-415.21-04	OFFICE SUPPLIES	3,080	7,455	2,385	13,808	9,933	911	2,500
LEVEL	TEXT		TEXT AMT					
BUDG	SLIGHT INCREASE FROM 2018		2,500					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Proposed Expenditures
			2,500					
600-1306-415.21-05	SMALL OFFICE EQUIPMENT	7,825	896	0	0	0	0	0
600-1306-415.22-01	C.S. GASOLINE	9,388	9,822	14,818	14,818	7,099	4,688	15,971
LEVEL	TEXT		TEXT AMT					
BUDG	FIGURES GIVEN BY EQ. SERVICES BASED ON 3 YEAR HISTORY		15,971					
			15,971					
* SUPPLIES		20,971	18,882	19,603	31,026	17,323	5,824	20,871
600-1306-415.31-06	OTHER PROFESSIONAL SVCS	12,575	17,332	12,400	9,977	2,967	1,965	10,000
LEVEL	TEXT		TEXT AMT					
BUDG	REIMBURSEMENT FOR COUNTY ATTORNEY		5,000					
	TEMP EMPLOYEE/PERSONNEL PARTNERS (PREVIOUSLY IN 600-1306-415-10.05)		5,000					
	AT&T HOT SPOTS/CELLULAR DATA NOW INCLUDED IN IT ALLOCATION		10,000					
600-1306-415.31-70	ADM FEE ALLOCATION	35,148	41,748	45,742	45,742	30,496	22,872	56,243
LEVEL	TEXT		TEXT AMT					
BUDG	2019 FIXED COST ALLOCATION - ADMIN FEE		56,243					
			56,243					
600-1306-415.31-71	CENTRAL STORES ALLOCATION	324	336	682	682	456	342	1,062
LEVEL	TEXT		TEXT AMT					
BUDG	2019 FIXED COST ALLOCATION - CENTRAL STORES		1,062					
			1,062					
600-1306-415.31-73	PRINT SHOP ALLOCATION	2,868	2,292	1,712	1,712	1,144	858	1,603
LEVEL	TEXT		TEXT AMT					
BUDG	2019 FIXED COST ALLOCATION - PRINT SHOP		1,603					
			1,603					
600-1306-415.31-76	IT ALLOCATION	0	0	282,841	282,841	188,560	141,420	184,950
LEVEL	TEXT		TEXT AMT					
BUDG	2019 FIXED COST ALLOCATION - IT AND/OR 311 INCLUDES FILEMAKER, SM OFFICE EQ, OFFICE PHONES, DROP BOX FEES, CELLULAR DATA FEES		184,950					
			184,950					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Proposed Expenditures
600-1306-415.32-02	POSTAGE	5,127	4,621	5,000	5,000	867	506	3,000
LEVEL	TEXT		TEXT AMT					
BUDG	POSTAGE, INCLUDING CERTIFIED MAIL. DECREASE FROM 2018 DUE TO ZONING VIOLATIONS BEING HANDLED BY AREA PLAN COMMISSION		3,000					
			3,000					
600-1306-415.32-03	TRAVEL	0	0	0	0	0	0	5,475
LEVEL	TEXT		TEXT AMT					
BUDG	INCREASE IN TRAVEL DUE TO ANTICIPATED INCREASE IN CERTIFICATIONS FOR NEW INSPECTORS		5,475					
			5,475					
600-1306-415.32-04	TELEPHONE	6,471	2,610	2,400	2,400	1,754	1,092	2,700
LEVEL	TEXT		TEXT AMT					
BUDG	INSPECTOR CELL PHONES \$225 X 12		2,700					
13	OFFICE TELEPHONE SERVICES \$400 X 12 - REMOVED FROM BUDGET, NOW INCLUDED IN IT ALLOCATION		2,700					
600-1306-415.32-22	TRAVEL - AIRFARE	50	0	1,200	1,200	757	757	0
600-1306-415.32-23	TRAVEL - HOTEL	1,278	1,065	1,600	1,850	1,835	1,835	0
600-1306-415.32-24	TRAVEL - MEALS	293	206	650	650	222	222	0
600-1306-415.32-25	TRAVEL - OTHER	166	99	200	400	197	197	0
600-1306-415.33-01	OUTSIDE PRINTING SERVICES	2,324	1,069	500	992	700	592	500
LEVEL	TEXT		TEXT AMT					
BUDG	PRINTING NOT ABLE TO BE DONE BY PRINT SHOP FOR INSPECTOR TAGS AND/OR BUSINESS CARDS. SAME AS 2018.		500					
			500					
600-1306-415.33-02	PUBLICATION LEGAL NOTICE	0	0	1,200	750	0	0	1,200
LEVEL	TEXT		TEXT AMT					
BUDG	ADVERTISING FOR VACANCIES AND COUNTY DEMOLITIONS SAME AS 2018		1,200					
			1,200					
600-1306-415.34-02	LIABILITY INSURANCE	4,980	5,568	6,114	6,114	4,080	3,060	8,165
LEVEL	TEXT		TEXT AMT					
BUDG	2019 FIXED COST ALLOCATION - LIABILITY INSURANCE DEPOSIT IN 226-0000-340.12-00		8,165					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Proposed Expenditures
			8,165					
600-1306-415.34-08	TITLE INSURANCE	0	0	500	500	0	0	0
LEVEL	TEXT		TEXT AMT					
BUDG	TITLE SEARCHES FOR COUNTY DEMOLITION - NOT PREVIOUSLY USED. REMOVED FROM BUDGET							
600-1306-415.36-01	BUILDING R&M	11,631	10,000	10,000	10,000	10,000	0	10,000
LEVEL	TEXT		TEXT AMT					
BUDG	PAYMENT FOR UTILITIES AND CLEANING OF OFFICE		10,000 10,000					
600-1306-415.36-02	OFFICE EQUIP R&M	12,208	12,000	0	0	0	0	0
600-1306-415.36-03	AUTO EQUIPMENT R&M	13,276	9,771	15,000	14,650	10,489	3,160	15,000
LEVEL	TEXT		TEXT AMT					
BUDG	ESTIMATION OF COST OF REPAIRS OF VEHICLES SAME AS 2018		15,000 15,000					
14	600-1306-415.36-04	5,412	107,148	0	0	0	0	0
	600-1306-415.37-11	16,105	31,067	48,442	48,442	35,695	18,973	0
	600-1306-415.37-12	702	2,031	4,693	4,693	3,019	1,815	0
	600-1306-415.38-01	0	0	0	0	0	0	46,343
LEVEL	TEXT		TEXT AMT					
BUDG	DS-124 2014 VEHICLE/EQUIP LEASE		4,041					
	DS-138 2015 HP LEASE #9		505					
	DS-152 2016 VEHICLE/EQUIP LEASE #2		19,235					
	DS-155 2016 HP LEASE #13		459					
	DS-158 2017 VEHICLE/EQUIP LEASE #1		13,583					
	DS-164 2017 HP LEASE #16		149					
	DS-171 2018 VEHICLE/EQUIP LEASE #1		8,371					
			46,343					
600-1306-415.38-02	INTEREST	0	0	0	0	0	0	3,140
LEVEL	TEXT		TEXT AMT					
BUDG	DS-124 2014 VEHICLE/EQUIP LEASE		47					
	DS-138 2015 HP LEASE #9		11					
	DS-152 2016 VEHICLE/EQUIP LEASE #2		818					
	DS-155 2016 HP LEASE #13		39					
	DS-158 2017 VEHICLE/EQUIP LEASE #1		1,092					
	DS-164 2017 HP LEASE #16		19					
	DS-171 2018 VEHICLE/EQUIP LEASE #1		1,114					
			3,140					

CITY OF SOUTH BEND

EXPENDITURES

2019 BUDGET

		2016	2017	2018	2018	2018	6/30/18	2019
		Actual	Actual	Original Budget	Amended Budget	YTD Actual	YTD Actual	Proposed Expenditures
	600-1306-415.39-01 REFUNDS, AWARDS, INDEMNITIES	570	165	1,000	38,500	37,540	37,540	1,000
LEVEL	TEXT		TEXT AMT					
BUDG	REFUNDS ON PERMITS SAME AS 2018		1,000					
			1,000					
	600-1306-415.39-10 SUBSCRIPTIONS	318	0	200	200	0	0	0
LEVEL	TEXT		TEXT AMT					
BUDG	DISCONTINUED POLK DIRECTORIES. REMOVED FROM BUDGET							
	600-1306-415.39-11 DUES & MEMBERSHIPS	1,917	2,166	2,200	2,100	680	680	2,600
LEVEL	TEXT		TEXT AMT					
BUDG	MEMBERSHIP FOR 15 EMPLOYEES TO IABO, 3 EMPLOYEES TO IAIEI-INDIANA CHAPTER, AND 1 TO ICC SAME AS 2018 BUDGET.		2,600					
			2,600					
	600-1306-415.39-38 BAD DEBT/UNCOLLECT NSF CK	0	38	0	250	250	250	0
LEVEL	TEXT		TEXT AMT					
BUDG	REMOVED FROM BUDGET IN 2018							
	600-1306-415.39-70 EDUCATION & TRAINING	2,274	4,390	2,000	2,850	2,686	2,104	2,500
LEVEL	TEXT		TEXT AMT					
BUDG	FEEES FOR IABO SEMINARS AND ANNUAL MEETING, IAIEI ANNUAL MEETING, AND THE ICC ANNUAL CONFERENCE (SLIGHT INCREASE FROM 2018)		2,500					
			2,500					
	600-1306-415.39-89 MISC CHARGES & SVCS	0	0	10,000	750	478	478	10,000
LEVEL	TEXT		TEXT AMT					
BUDG	COUNTY DEMOLITIONS (SAME AS 2018)		10,000					
			10,000					
	* OTHER SERVICES & CHARGES	136,017	255,722	456,276	483,245	334,872	240,718	365,481
	600-1306-415.50-02 INTERFUND TRANSFER OUT	0	0	0	0	0	0	158,943
LEVEL	TEXT		TEXT AMT					
BUDG	TRANSFER TO 211-1001-392.00-00 FOR ZONING PERSONNEL		158,943					
			158,943					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Proposed Expenditures
*      OTHER USES		0	0	0	0	0	0	158,943
**     BUILDING		1,095,175	1,278,875	1,620,435	1,658,827	1,044,204	745,627	1,504,122



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Estimated Revenue
CONSOLIDATED BLDG. FUND								
600-0000-322.01-00	BUILDING	1,144,426	1,204,176	0	0	0	0	0
600-0000-322.01-10	CONTRACTOR'S REGISTRATION	174,439	210,006	0	0	0	0	0
600-0000-322.01-11	INSPECTION FEES	800	1,520	0	0	0	0	0
600-0000-322.01-12	FIRE PLAN REVIEW FEES	1,425	1,465	0	0	0	0	0
600-0000-322.01-13	NE NEIGHBORHD DESIGN FEES	1,920	2,240	0	0	0	0	0
600-0000-322.01-14	ZONING VIOLATIONS FINES	750	18,839	0	0	0	0	0
600-0000-322.01-15	COUNTY/CED CHARGES	0	2,400	0	0	0	0	0
*		1,323,760	1,440,646	0	0	0	0	0
600-0000-360.51-00	INSURANCE REIMBURSEMENT	17	898	0	0	0	0	0
*		17	898	0	0	0	0	0
600-0000-361.00-00	INTEREST EARNINGS	19,491	25,326	5,000	35,000	30,997	23,364	5,000
LEVEL	TEXT	TEXT AMT						
BUDG	ESTIMATION OF INTEREST ON INVESTMENTS SAME AS 2018	5,000						
17		5,000						
*		19,491	25,326	5,000	35,000	30,997	23,364	5,000
600-0000-380.10-99	MISC. REIMBURSEMENTS	1,170	3	0	0	0	0	0
*		1,170	3	0	0	0	0	0
600-0000-391.00-00	PROCEEDS F.A. DISPOSAL	0	0	3,000	0	0	0	0
600-0000-391.01-00	SALE OF FIXED ASSETS	966	3,588	0	0	0	0	0
*		966	3,588	3,000	0	0	0	0
**	CONSOLIDATED BLDG. FUND	1,345,404	1,470,461	8,000	35,000	30,997	23,364	5,000

CITY OF SOUTH BEND

REVENUE

2019 BUDGET

		2016	2017	2018	2018	2018	6/30/18	2019
		Actual	Actual	Original	Amended	YTD	YTD	Estimated
ACCOUNT NUMBER	ACCOUNT DESCRIPTION			Budget	Budget	Actual	Actual	Revenue
600-1306-322.01-00	BUILDING	0	0	1,096,211	1,096,211	903,567	655,578	1,271,443
LEVEL	TEXT		TEXT AMT					
BUDG	ESTIMATION		1,271,443					
			1,271,443					
600-1306-322.01-10	CONTRACTOR'S REGISTRATION	0	0	274,291	274,291	136,380	102,210	310,817
LEVEL	TEXT		TEXT AMT					
BUDG	2019 LICENSE AND REG PROJECTION		310,817					
			310,817					
600-1306-322.01-11	INSPECTION FEES	0	0	980	980	0	0	1,700
LEVEL	TEXT		TEXT AMT					
BUDG	2019 PROJECTION		1,700					
			1,700					
600-1306-322.01-12	FIRE PLAN REVIEW FEES	0	0	2,550	2,550	1,750	1,315	3,300
LEVEL	TEXT		TEXT AMT					
BUDG	ADMINISTRATIVE FEES FOR COLLECTING FIRE DEPT PLAN		3,300					
	REVIEW FEES							
	2019 PROJECTION		3,300					
			3,300					
600-1306-322.01-13	NE NEIGHBORHD DESIGN FEES	0	0	2,620	2,620	1,280	960	3,300
LEVEL	TEXT		TEXT AMT					
BUDG	2019 PROJECTION		3,300					
			3,300					
600-1306-322.01-14	ZONING VIOLATIONS FINES	0	0	0	5,078	5,478	5,078	0
600-1306-322.01-15	COUNTY/CED CHARGES	0	0	10,900	10,900	0	0	11,000
LEVEL	TEXT		TEXT AMT					
BUDG	CHARGES FOR DESIGN SERVICES & 311 OFFICE SPACE		11,000					
	*** COUNTY DEMO NOW PAID DIRECTLY BY COUNTY							
			11,000					
		-----	-----	-----	-----	-----	-----	-----
*		0	0	1,387,552	1,392,630	1,048,455	765,141	1,601,560
600-1306-391.01-00	SALE OF FIXED ASSETS	0	0	0	3,000	7,130	0	3,000
LEVEL	TEXT		TEXT AMT					
BUDG	ANTICIPATED SALE OF VEHICLES		3,000					
			3,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Actual	2017 Actual	2018 Original Budget	2018 Amended Budget	2018 YTD Actual	6/30/18 YTD Actual	2019 Estimated Revenue
*		0	0	0	3,000	7,130	0	3,000
**	BUILDING	0	0	1,387,552	1,395,630	1,055,585	765,141	1,604,560