Period Ending: December 31, 2018

Issued By: Administration \& Finance

## City of South Bend

## Annual Licensing \& Fee Report

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, 2018. 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 2009 through 2018.

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| Distribution <br> Mayor <br> Chief of Staff <br> Deputy Chief of Staff <br> Common Council <br> Department Heads <br> Fiscal Officers <br> Business License AdministratorPete Buttigieg |  |

City of South Bend, Indiana

## Annual Licensing \& Fee Report

For Year Ended December 31, 2018

| License Type | 2009 Actual \$ Revenue | 2010 Actual \$ Revenue | 2011 <br> Actual \$ <br> Revenue | 2012 <br> Actual \$ Revenue | 2013 Actual \$ Revenue | 2014 <br> Actual \$ <br> Revenue | 2015 <br> Actual \$ <br> Revenue | 2016 Actual \$ Revenue | 2017 <br> Actual \$ Revenue | $2018$ <br> Actual \$ Revenue |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Adult Business | 3,590 | 1,560 | 2,020 | 2,525 | 2,525 | 2,020 | 2,020 | 2,020 | 2,020 | 2,070 |
| Alarm Agents | 3,005 | 2,363 | 2,985 | 4,523 | 5,341 | 5,711 | 5,906 | 5,775 | 5,486 | 5,558 |
| Animal Adoption Fee (Animal Control) | 24,819 | 21,958 | 16,209 | 11,164 | 11,583 | 11,982 | 13,910 | 16,924 | 25,236 | 32,835 |
| Animal Surrenders/Euthanasia Fee (Animal Control) | 4,422 | 3,841 | 4,180 | 5,708 | 7,349 | 7,787 | 9,729 | 10,081 | 7,785 | 8,130 |
| Arborist/Tree Service | 2,738 | 3,479 | 2,769 | 3,394 | 3,634 | 3,423 | 3,628 | 3,838 | 3,684 | 3,810 |
| Automotive Repair/Service Center | 23,685 | 19,870 | 14,360 | 19,535 | 19,280 | 18,410 | 19,055 | 17,950 | 17,700 | 17,500 |
| Busker or Sidewalk Performer | - | - | - | - | - | 275 | - | - | - | - |
| Carnivals \& Circuses | - | - | - | - | - | - | - | - | 115 | 115 |
| Charitable Solicitation | 455 | 560 | 583 | 765 | 460 | 610 | 660 | 700 | 310 | 200 |
| Dangerous Dog License Fees (Animal Control) | 3,430 | 3,560 | 2,196 | 2,640 | 1,215 | 615 | - | - | - | - |
| Food Vending Machines (per location) | - | - | - | - | - | - | 5,100 | 5,584 | 5,780 | 4,916 |
| Food Vending Vehicle (per vehicle) | 943 | 1,282 | 835 | 647 | 707 | 717 | 647 | 712 | 433 | 222 |
| Hotel \& Motel (per establishment) | 2,485 | 1,762 | 1,342 | 1,729 | 1,629 | 1,805 | 1,710 | 1,662 | 1,810 | 2,010 |
| Itinerant Restaurant | 10 | 10 | 10 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| Lawn Parking (10 or more cars) flat rate | 3,864 | 6,445 | 6,730 | 7,779 | 7,865 | 6,820 | 7,333 | 7,578 | 9,308 | 9,059 |
| Lawn Parking (under 10 cars) per parking space | 2,185 | 3,171 | 4,549 | 3,829 | 2,455 | 3,215 | 3,586 | 2,842 | 2,661 | 3,366 |
| Massage Establishment | 1,531 | 1,279 | 1,685 | 1,911 | 1,605 | 1,865 | 2,365 | 1,635 | 1,440 | 2,075 |
| Massage Technician | 1,396 | 1,150 | 1,141 | 1,239 | 1,120 | 1,048 | 1,483 | 1,478 | 1,685 | 1,688 |
| Micro Chipping for Pets (Animal Control) | 3,445 | 3,829 | 3,386 | 3,048 | 2,156 | 3,660 | 4,161 | 3,255 | 4,100 | 3,670 |
| Mobile Food Truck | - | - | - | - | - | - | - | 2,120 | 3,655 | 3,993 |
| Open Air Business (per location) | 520 | 634 | 403 | 543 | 713 | 2,840 | 2,405 | 1,670 | 1,783 | 645 |
| Peddlers/Canvassers | 1,835 | 2,770 | 4,425 | 4,305 | 2,671 | 2,745 | 2,325 | 910 | 780 | 540 |
| Performing Animal Exhibitions | - | - | - | - | - | 48 | - | - | - | - |
| Pet Licenses (Animal Control) | 17,830 | 16,819 | 17,668 | 17,792 | 17,244 | 15,993 | 22,035 | 19,545 | 25,178 | 29,607 |
| Pet Shops | 753 | 440 | 145 | 580 | 580 | 580 | 580 | 290 | 159 | 280 |
| Pick Up Fees (unwanted pets) Animal Control | 260 | 505 | 260 | 80 | 2,347 | 2,682 | 460 | 690 | 480 | 560 |
| Pool Halls | 105 | 110 | 100 | - | - | - | - | - | - | - |
| Precious Metal Dealer | 650 | 686 | 330 | 1,183 | 973 | 1,048 | 568 | 568 | 568 | 568 |
| Public Parking Facility (per facility) | 1,456 | 1,363 | 1,715 | 991 | 690 | 680 | 709 | 781 | 704 | 595 |
| Reclaim Fee for Impounded Pets (Animal Control) | 10,931 | 9,659 | 10,230 | 5,337 | 2,805 | 4,778 | 3,934 | 4,750 | 6,375 | 6,315 |
| Restaurant | 39,629 | 39,588 | 40,482 | 41,249 | 39,624 | 39,509 | 39,793 | 40,298 | 41,991 | 43,519 |
| Rubbish/Garbage Removal | 8,240 | 3,277 | 9,764 | 6,540 | 6,087 | 6,725 | 6,868 | 7,206 | 7,456 | 7,621 |
| Scrap Metal/Junk Dealers | 4,795 | 4,380 | 4,443 | 4,085 | 4,070 | 3,065 | 3,300 | 2,810 | 2,560 | 2,800 |
| Second Hand Dealers (per year) | 3,837 | 4,113 | 2,032 | 3,893 | 4,690 | 4,852 | 4,456 | 3,897 | 3,700 | 3,360 |
| Self Service Laundry | 1,984 | 1,770 | 1,711 | 1,836 | 1,907 | 1,854 | 2,048 | 1,920 | 2,078 | 1,660 |
| Tattoo \& Piercing Artists | - | - | - | - | 520 | 495 | 468 | 480 | 965 | 763 |
| Tattoo \& Piercing Establishments | - | - | - | - | 255 | 155 | 155 | 155 | 410 | 310 |
| Taxicab - Companies (Central Services) | 250 | 300 | 350 | 800 | 1,100 | 800 | 800 | 700 | 490 | 200 |
| Taxicab - Drivers (Central Services) | 3,119 | 2,814 | 2,720 | 3,205 | 3,347 | 2,481 | 2,557 | 2,176 | 1,366 | 714 |
| Taxicab - Vehicles (Central Services) | 8,085 | 7,865 | 8,920 | 9,350 | 9,350 | 7,915 | 9,110 | 8,130 | 3,750 | 1,315 |
| Transient Merchant | 910 | 1,180 | 905 | 1,325 | 1,310 | 750 | 895 | 625 | 755 | 895 |
| Vehicle Removal Service | 663 | 1,055 | 730 | 923 | 663 | 923 | 935 | 990 | 780 | 533 |
| Total | \$ 187,855 | \$ 175,447 | \$ 172,313 | \$ 174,458 | \$ 169,875 | \$170,885 | \$ 185,696 | \$ 182,748 | \$ 195,539 | \$ 204,019 |
|  |  |  |  |  |  |  |  |  |  |  |
| General Fund | 111,264 | 104,297 | 106,194 | 115,334 | 111,379 | 112,193 | 119,000 | 116,497 | 120,779 | 120,672 |
| Animal Care and Control (Consolidated Bldg Fund) | 65,137 | 60,171 | 54,129 | 45,769 | 44,699 | 47,497 | 54,229 | 55,245 | 69,154 | 81,117 |
| Central Services Fund | 11,454 | 10,979 | 11,990 | 13,355 | 13,797 | 11,196 | 12,467 | 11,006 | 5,606 | 2,229 |
| Total | \$ 187,855 | \$ 175,447 | \$ 172,313 | \$ 174,458 | \$ 169,875 | \$170,885 | \$ 185,696 | \$ 182,748 | \$ 195,539 | \$ 204,019 |

[^0]City of South Bend, Indiana

## Annual Licensing \& Fee Report

For Year Ended December 31, 2018

| License Type | 2009 <br> Actual <br> No. Sold | 2010 <br> Actual <br> No. Sold | 2011 <br> Actual <br> No. Sold | 2012 <br> Actual <br> No. Sold | 2013 <br> Actual <br> No. Sold | 2014 <br> Actual <br> No. Sold | 2015 <br> Actual <br> No. Sold | 2016 <br> Actual <br> No. Sold | 2017 <br> Actual <br> No. Sold | 2018 <br> Actual <br> No. Sold |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Adult Business | 5 | 5 | 5 | 5 | 5 | 4 | 4 | 4 | 4 | 4 |
| Alarm Agents | 28 | 28 | 45 | 58 | 64 | 70 | 73 | 71 | 67 | 69 |
| Animal Adoption Fee (Animal Control) | 357 | 332 | 247 | 195 | 257 | 296 | 284 | 261 | 383 | 532 |
| Animal Surrenders/Euthanasia Fee (Animal Control) | 925 | 1,038 | 1,013 | 852 | 650 | 389 | 460 | 455 | 390 | 403 |
| Arborist/Tree Service | 34 | 36 | 40 | 46 | 47 | 42 | 43 | 47 | 44 | 44 |
| Automotive Repair/Service Center | 108 | 94 | 95 | 99 | 93 | 94 | 95 | 89 | 85 | 85 |
| Busker or Sidewalk Performer | - | - | - | - | - | 12 | - | - | - | - |
| Carnivals \& Circuses | - | - | - | - | - | - | - | - | 1 | 1 |
| Charitable Solicitation | 10 | 11 | 16 | 16 | 11 | 13 | 14 | 14 | 8 | 4 |
| Dangerous Dog License Fees (Animal Control) | 47 | 53 | 36 | 38 | 18 | 8 | - | - | - | - |
| Food Vending Machines (per location) | - | - | - | - | - | - | 4 | 4 | 4 | 4 |
| Food Vending Vehicle (per vehicle) | 5 | 6 | 6 | 2 | 2 | 2 | 2 | 2 | 2 | 4 |
| Hotel \& Motel (per establishment) | 17 | 19 | 19 | 17 | 18 | 18 | 17 | 17 | 19 | 20 |
| Itinerant Restaurant | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Lawn Parking (10 or more cars) flat rate | 148 | 83 | 70 | 65 | 83 | 40 | 70 | 71 | 62 | 90 |
| Lawn Parking (under 10 cars) per parking space | 235 | 72 | 46 | 34 | 28 | 30 | 31 | 28 | 21 | 33 |
| Massage Establishment | 11 | 10 | 16 | 15 | 9 | 9 | 13 | 8 | 8 | 10 |
| Massage Technician | 25 | 18 | 22 | 21 | 15 | 13 | 21 | 19 | 22 | 21 |
| Micro Chipping for Pets (Animal Control) | 172 | 191 | 924 | 702 | 118 | 183 | 203 | 163 | 226 | 180 |
| Mobile Food Truck | - | - | - | - | - | - | - | 4 | 11 | 10 |
| Open Air Business (per location) | 15 | 24 | 15 | 17 | 19 | 85 | 66 | 48 | 44 | 13 |
| Peddlers/Canvassers | 56 | 69 | 83 | 87 | 63 | 59 | 54 | 26 | 21 | 18 |
| Performing Animal Exhibitions | - | - | - | - | - | 1 | - | - | - | - |
| Pet Licenses (Animal Control) | 1,485 | 1,381 | 1,390 | 1,426 | 1,296 | 1,202 | 816 | 700 | 769 | 1,183 |
| Pet Shops | 3 | 4 | 3 | 4 | 4 | 4 | 4 | 2 | 1 | 2 |
| Pick Up Fees (unwanted pets) Animal Control | - | - | - | - | - | - | 12 | 18 | 12 | 14 |
| Pool Halls | 1 | 1 | 1 | - | - | - | - | - | - | - |
| Precious Metal Dealer | 7 | 7 | 11 | 16 | 15 | 13 | 7 | 7 | 7 | 7 |
| Public Parking Facility (per facility) | 16 | 15 | 15 | 11 | 10 | 9 | 9 | 9 | 8 | 7 |
| Reclaim Fee for Impounded Pets (Animal Control) | 413 | 418 | 405 | 316 | 342 | 148 | 202 | 215 | 275 | 257 |
| Restaurant | 494 | 487 | 517 | 518 | 502 | 517 | 505 | 510 | 521 | 536 |
| Rubbish/Garbage Removal | 23 | 18 | 19 | 19 | 15 | 13 | 11 | 12 | 10 | 11 |
| Scrap Metal/Junk Dealers | 18 | 17 | 17 | 17 | 15 | 13 | 13 | 12 | 11 | 12 |
| Second Hand Dealers (per year) | 29 | 25 | 32 | 31 | 33 | 37 | 34 | 29 | 28 | 26 |
| Self Service Laundry | 10 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 10 | 8 |
| Tattoo \& Piercing Artists | - | - | - | - | 4 | 6 | 6 | 6 | 9 | 10 |
| Tattoo \& Piercing Establishments | - | - | - | - | 1 | 1 | 1 | 1 | 2 | 3 |
| Taxicab - Companies (Central Services) | 11 | 12 | 12 | 8 | 11 | 8 | 8 | 7 | 6 | 2 |
| Taxicab - Drivers (Central Services) | 205 | 184 | 175 | 158 | 165 | 124 | 126 | 104 | 65 | 37 |
| Taxicab - Vehicles (Central Services) | 147 | 142 | 180 | 170 | 180 | 168 | 165 | 147 | 68 | 16 |
| Transient Merchant | 10 | 9 | 9 | 12 | 8 | 6 | 7 | 7 | 7 | 7 |
| Vehicle Removal Service | 5 | 8 | 7 | 7 | 5 | 7 | 7 | 8 | 6 | 4 |
| Total | 5,077 | 4,828 | 5,502 | 4,992 | 4,116 | 3,654 | 3,397 | 3,135 | 3,238 | 3,688 |
| General Fund | 1,315 | 1,077 | 1,120 | 1,127 | 1,079 | 1,128 | 1,121 | 1,065 | 1,044 | 1,064 |
| Animal Care and Control (Consolidated Bldg Fund) | 3,399 | 3,413 | 4,015 | 3,529 | 2,681 | 2,226 | 1,977 | 1,812 | 2,055 | 2,569 |
| Central Services Fund | 363 | 338 | 367 | 336 | 356 | 300 | 299 | 258 | 139 | 55 |
| Total | 5,077 | 4,828 | 5,502 | 4,992 | 4,116 | 3,654 | 3,397 | 3,135 | 3,238 | 3,688 |

[^1]City of South Bend, Indiana
Annual Licensing \& Fee Report
For Year Ended December 31, 2018


[^2]
## City of South Bend, Indiana <br> Annual Licensing \& Fee Report <br> For Year Ended December 31, 2018

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 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 remained constant between 2017 and 2018, decreasing by just $\$ 106$. The addition of 7 mobile food truck licenses brought in $\$ 1,535$. Restaurant licenses increased by 15 from 2017 to 2018, increasing revenue by $\$ 1,528$. The number of lawn parking permits increased by 40 due to the winning season of Notre Dame Football. Lawn parking permits tend to rise an fall with the success of the Notre Dame Football program. Open air business licenses decreased from 44 to 13 from 2017 to 2018, decreasing revenue by $\$ 1,138$. Open air businesses are donation boxes or an individual or business setting up a stand or tent to sell goods outdoors. Many donation boxes were removed between 2017 and 2018, explaining the decrease in revenue and licenses.
-- Taxicab licensing revenue declined from $\$ 13,797$ in 2013 to $\$ 2,229$ in 2018, a decrease of $\$ 11,568$ over six years. The number of taxicab companies declined from 11 in 2013 to 2 in 2018 . The increased popularity of Uber and Lyft, alternatives to the traditional taxi service, is directly related to this decrease.
-- Animal Care \& Control: Thanks to the increased promotion of adoption, animal adoptions increased by 149 from 2017 to 2018, increasing revenue by $\$ 7,599$.
Animal Care \& Control continues to increase enforcement of pet licenses, increasing pet license revenue by \$4,429 from 2017 to 2018.
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 <br> Licensing \& Fee Revenue Summary <br> 2009 thru 2018 

\$250,000


## Number of Licenses/Fees Summary 2009 thru 2018



## City of South Bend, Indiana 2018 Licensing \& Fee Revenue by Type



|  | Amount |  |
| :--- | ---: | ---: |
| Percent |  |  |
| Other Licenses/Fees (less than \$6,000) | $\$$ | 43,838 |
| Restaurant | $21.49 \%$ |  |
| Animal Adoption | 43,519 | $21.33 \%$ |
| Pet Licenses | 32,835 | $16.09 \%$ |
| Automotive Repair/Service Center | 29,607 | $14.51 \%$ |
| Lawn Parking | 17,500 | $8.58 \%$ |
| Animal Surrender | 12,425 | $6.09 \%$ |
| Rubbish/Garbage Removal | 8,130 | $3.98 \%$ |
| Reclaim Fee for Impounded Pets | $\mathbf{7 , 6 2 1}$ | $3.74 \%$ |
| Taxicab | 6,315 | $3.10 \%$ |
| Grand Total |  | $\mathbf{2 , 2 2 9}$ |


[^0]:    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

[^1]:    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

[^2]:    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

