



# OFFICE OF THE CITY CLERK

## DAWN M. JONES, CITY CLERK

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### MEMORANDUM

**TO:** MEMBERS OF THE COMMON COUNCIL  
**FROM:** DAWN M. JONES, CITY CLERK  
**DATE:** THURSDAY, SEPTEMBER 21, 2023  
**SUBJECT:** COMMITTEE MEETING NOTICE

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The following Common Council Committee Meetings have been scheduled for **Monday, September 25, 2023:**

Council Chambers  
4th Floor County-City Building  
227 W. Jefferson Blvd.  
South Bend, IN 46601

The Council Chambers will be Open to the Public or Members of the Public May Attend this Meeting Virtually via Microsoft Teams Meeting app here: <https://tinyurl.com/09252023CC>.

- 3:30 P.M.**                      **RESIDENTIAL NEIGHBORHOODS**                      **CHAIRPERSON, WHITE**
1. [Bill No. 23-56](#) - A Resolution Announcing the formation of a Reparatory Justice Commission
  2. Lead Update - Heidi Biedinger-Burnette, PhD MPH, University of Notre Dame
- 4:00 P.M.**                      **ZONING AND ANNEXATION**                      **CHAIRPERSON, HAMANN**
1. [Bill No. 44-23](#) - A Zoning Ordinance for Property Located at 1006 St. Vincent St, South Bend, Indiana Councilmanic District #4

4:15 P.M.

PERSONNEL AND FINANCE

**CHAIRPERSON, NEIZGODSKI**

1. [Bill No. 56-23](#) - An Ordinance Appropriating, Adopting and Approving 2024 TRANSP0 Budget
2. [Bill No. 57-23](#) - An Ordinance Appropriating Monies for 2024 Annual Budget
3. [Bill No. 58-23](#) - An Ordinance for Q3 2023 Budget Transfer
4. [Bill No. 59-23](#) - An Ordinance for Q3 2023 Additional Appropriation
5. [Bill No. 60-23](#) - A Salary Ordinance Amendment

5:00 P.M.

COMMUNITY INVESTMENT

**CHAIRPERSON, TOMAS-MORGAN**

1. [Bill No. 61-23](#) - An Ordinance Amending Chapter 6, Article 13, Section 6-71 through 6-78 of the Municipal Code
2. [Bill No. 23-57](#) - A Resolution Designating 542 N. Scott St and 430 Cottage Grove Ave., South Bend, Indiana for a two-year (2) Vacant Building Tax Abatement for Property Bros. LLC
3. [Bill No. 23-58](#) - A Resolution Designating 542 N. Scott Street and 430 Cottage Grove and 616 Sherman Ave., South Bend, Indiana for an eight-year (8) Real Property Tax Abatement for Property Bros. LLC
4. [Bill No. 23-59](#) - A Resolution Confirming a Five-Year (5) Tax Abatement for Property Located at 1302 West Sample, South Bend, Indiana for Imagineering Enterprises, Inc.

Council President Sharon L. McBride has called an **Informal Meeting** of the Council which will commence immediately after the adjournment of the Community Investment Committee Meeting.

INFORMAL MEETING OF THE COMMON COUNCIL

**PRESIDENT, MCBRIDE**

1. Discussion of Council Agenda
2. Update and Announcements
3. Adjournment

cc: Mayor James Mueller  
Committee Meeting  
List Media

**NOTICE FOR HEARING AND SIGHT-IMPAIRED PERSONS**

Auxiliary Aid or Other Services may be Available upon Request at No Charge.  
Please give Reasonable Advance Request when Possible



# South Bend Common Council

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## Meeting Agenda

Monday, September 25, 2023  
7:00 PM

The South Bend Common Council meeting will be open to the public at the Council Chambers on the 4<sup>th</sup> floor of the County-City Building, 227 W. Jefferson Blvd., South Bend, IN 46601

or available by way of a virtual meeting using the Microsoft Teams Meeting App. Public access to the meeting can be granted by this Microsoft Teams Link:

<https://tinyurl.com/09252023BCC>

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. REPORT FROM SUB-COMMITTEE ON MINUTES
5. SPECIAL BUSINESS
6. REPORTS FROM CITY OFFICES
7. COMMITTEE OF THE WHOLE  
BILL NO.

44-23

PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, AMENDING THE ZONING ORDINANCE FOR PROPERTY

LOCATED 1006 ST VINCENT STREET COUNCILMANIC DISTRICT NO. 4 IN THE CITY OF SOUTH BEND, INDIANA

56-23

PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, ADOPTING AND APPROVING THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION'S 2024 BUDGET AND LEVYING THE TAX AND FIXING THE RATE OF THE TAXATION FOR THE PURPOSE OF RAISING REVENUE TO FUND THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024 **(PH ONLY/THIRD READING WILL BE ON 10-9-2023)**

57-23

PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, LEVYING TAXES AND FIXING THE RATE OF TAXATION FOR THE PURPOSE OF RAISING REVENUE TO MEET THE NECESSARY EXPENSES OF THE CIVIL CITY OF SOUTH BEND FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024, AND APPROPRIATING MONIES FOR THE PURPOSE OF DEFRAYING THE EXPENSES OF THE CITY OF SOUTH BEND, INDIANA FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024, INCLUDING ALL OUTSTANDING CLAIMS AND OBLIGATIONS, AND FIXING A TIME WHEN THE SAME SHALL TAKE EFFECT **(PH ONLY/THIRD READING WILL BE ON 10-9-2023)**

58-23

PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, BUDGET TRANSFERS FOR VARIOUS DEPARTMENTS WITHIN THE CITY OF SOUTH BEND, INDIANA FOR THE YEAR 2023

59-23

PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROPRIATING ADDITIONAL FUNDS FOR CERTAIN DEPARTMENTAL AND CITY SERVICES OPERATIONS FOR THE YEAR 2023 OF \$1,740,000 FROM THE GENERAL FUND (#101), \$356,800 FROM THE PARKS AND RECREATION FUND (#201), \$104,999 FROM THE MOTOR VEHICLE HIGHWAY FUND (#202), \$1,200,000 FROM THE CENTRAL SERVICES FUND (#222), \$160,200 FROM THE PARKING GARAGES FUND (#601), \$42,688 FROM THE WATER WORKS CAPITAL FUND (#622), \$200,000 FROM THE SEWER REPAIR INSURANCE FUND (#640), \$3,000,000 FROM THE

SEWAGE WORKS CAPITAL FUND (#642), AND \$293,000 FROM THE STORM SEWER FUND (#667)

60-23 PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, AMENDING ORDINANCE NO. 10894-22, WHICH FIXES MAXIMUM SALARIES AND WAGES OF APPOINTED OFFICERS AND NON-BARGAINING EMPLOYEES OF EXECUTIVE DEPARTMENTS OF THE CITY OF SOUTH BEND FOR CALENDAR YEAR 2023, TO ESTABLISH ONE NEW FULL-TIME POSITION

61-23 PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, AMENDING CHAPTER 6, ARTICLE 13, SECTIONS 6-71 THROUGH 6-78 ADDRESSING RESPONSIBLE BIDDING PRACTICES AND SUBMISSION REQUIREMENTS ON PUBLIC WORKS PROJECTS

8. **RISE AND REPORT**

9. **REGULAR MEETING RECONVENED**

10. **BILLS ON THIRD READING**  
**BILL NO.**

44-23 THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, AMENDING THE ZONING ORDINANCE FOR PROPERTY LOCATED 1006 ST VINCENT STREET COUNCILMANIC DISTRICT NO. 4 IN THE CITY OF SOUTH BEND, INDIANA

58-23 THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, FOR BUDGET TRANSFERS FOR VARIOUS DEPARTMENTS WITHIN THE CITY OF SOUTH BEND, INDIANA FOR THE YEAR 2023

59-23 THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, APPROPRIATING ADDITIONAL FUNDS FOR CERTAIN DEPARTMENTAL AND CITY SERVICES OPERATIONS FOR THE YEAR 2023 OF \$1,740,000 FROM THE GENERAL FUND (#101), \$356,800 FROM THE PARKS AND RECREATION FUND (#201), \$104,999 FROM THE MOTOR VEHICLE HIGHWAY FUND (#202), \$1,200,000 FROM THE CENTRAL SERVICES FUND (#222), \$160,200 FROM THE PARKING GARAGES FUND (#601), \$42,688 FROM THE

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61-23 THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, AMENDING CHAPTER 6, ARTICLE 13, SECTIONS 6-71 THROUGH 6-78 ADDRESSING RESPONSIBLE BIDDING PRACTICES AND SUBMISSION REQUIREMENTS ON PUBLIC WORKS PROJECTS

11. **RESOLUTIONS**  
BILL NO.

23-56 A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, ANNOUNCING THE FORMATION OF A REPARATORY JUSTICE COMMISSION AND THE MEMBERS THEREOF

23-57 A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 542 N. SCOTT STREET, SOUTH BEND, INDIANA 46616 AND 430 COTTAGE GROVE AVENUE, SOUTH BEND, INDIANA 46616 AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF A TWO-YEAR (2) VACANT BUILDING TAX ABATEMENT FOR PROPERTY BROS LLC

23-58 A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 542 N. SCOTT STREET, SOUTH BEND, INDIANA 46616 AND 430 COTTAGE GROVE AVENUE, SOUTH BEND, INDIANA 46616 AND 616 SHERMAN AVENUE, SOUTH BEND, INDIANA 46616 AN ECONOMIC REVITALIZATION AREA FOR

PURPOSES OF AN EIGHT-YEAR (8) REAL PROPERTY TAX ABATEMENT FOR PROPERTY BROS LLC

23-59

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, CONFIRMING THE ADOPTION OF A DECLARATORY RESOLUTION DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 1302 WEST SAMPLE STREET, SOUTH BEND, INDIANA 46619 AS AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF A FIVE-YEAR (5) PERSONAL PROPERTY TAX ABATEMENT FOR IMAGINEERING ENTERPRISES, INC

12. **BILLS OF FIRST READING**  
BILL NO.

63-23

FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, SETTING THE ANNUAL SALARY FOR THE MAYOR FOR CALENDAR YEAR 2024

64-23

FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, FIXING MAXIMUM SALARIES AND WAGES OF APPOINTED OFFICERS AND NON-BARGAINING EMPLOYEES OF EXECUTIVE DEPARTMENTS OF THE CITY OF SOUTH BEND, INDIANA, FOR THE CALENDAR YEAR 2024

65-23

FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, RE-AFFIRMING ORDINANCE NO. 10891-22 AND FIXING THE ANNUAL PAY AND MONETARY FRINGE BENEFITS OF SWORN MEMBERS OF THE SOUTH BEND POLICE DEPARTMENT FOR CALENDAR YEAR 2024

66-23

FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, FIXING MAXIMUM WAGES OF TEAMSTER EMPLOYEES FOR CALENDAR YEAR 2024

67-23

FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA, FIXING THE ANNUAL PAY AND MONETARY FRINGE BENEFITS OF SWORN MEMBERS OF THE SOUTH BEND FIRE DEPARTMENT FOR CALENDAR YEAR 2024 IN CONFORMITY

WITH ORDINANCE NOS. 10820-21 AND 10831-21 AND AMENDING  
AND CLARIFYING THE LONGEVITY PAY AT SECTION VII OF  
THESE ORDINANCES

68-23 FIRST READING ON AN ORDINANCE OF THE COMMON  
COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA,  
FIXING MAXIMUM SALARIES AND WAGES OF DEPUTIES AND  
NON-BARGAINING EMPLOYEES APPOINTED BY THE CITY  
CLERK OF THE CITY OF SOUTH BEND, INDIANA, FOR THE  
CALENDAR YEAR 2024

69-23 FIRST READING ON AN ORDINANCE OF THE COMMON  
COUNCIL OF THE CITY OF THE SOUTH BEND, INDIANA,  
SETTING THE ANNUAL SALARY FOR THE SOUTH BEND CITY  
CLERK FOR CALENDAR YEAR 2024

13. UNFINISHED BUSINESS

14. NEW BUSINESS

15. PRIVILEGE OF THE FLOOR

16. ADJOURNMENT

**NOTICE FOR HEARING AND SIGHT-IMPAIRED PERSONS**

Auxiliary Aid or Other Services may be Available upon Request at No Charge.

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## 2023 COMMON COUNCIL STANDING COMMITTEES (Rev. 04-24-2023)

### COMMUNITY INVESTMENT COMMITTEE

Oversees the various activities of the Department of Community Investment. This Committee reviews all real and personal tax abatement requests and works closely with the Business Development Team.

Rachel Tomas Morgan, Chairperson  
Troy Warner, Vice-Chairperson  
Henry Davis, Jr., Member

Eli Wax, Member  
Thomas Kurzhal, *Citizen Member*  
Kaine Kanczuzewski, *Citizen Member*

### COMMUNITY RELATIONS COMMITTEE

Oversees the various activities of the Engagement and Economic Empowerment, Neighborhood Development, and Community Resources Teams within the City's Department of CI and is charged with facilitating partnerships and ongoing communications with other public and private entities operating within the City.

Troy Warner, Chairperson  
Lori K. Hamann, Vice-Chairperson  
*Citizen Member*

Canneth Lee, Member  
Eli Wax, Member

### COUNCIL RULES COMMITTEE

Oversees the regulations governing the overall operation of the Common Council, as well as all matters of public trust. Its duties are set forth in detail in Section 2-10.1 of the *South Bend Municipal Code*.

Sharon L. McBride, Member  
Sheila Niezgodski, Member

Eli Wax, Member

### HEALTH AND PUBLIC SAFETY COMMITTEE

Oversees the various activities performed by the Fire and Police Departments, EMS, Department of Code Enforcement, ordinance violations, and related health and public safety matters.

Eli Wax, Chairperson  
Karen L. White, Vice-Chairperson  
Rachel Tomas Morgan, Member

Troy Warner, Member  
Canneth Lee, Member  
Desmont Upchurch, *Citizen Member*

### INFORMATION AND TECHNOLOGY COMMITTEE- Innovation

Oversees the various activities of the City's Department of Innovation, which includes the Divisions of Information Technology and 311 so that the City of South Bend remains competitive and on the cutting edge of developments in this area. Reviewing and proposing upgrades to computer systems and web sites, developing availability and access to GIS data and related technologies are just some of its many activities.

Rachel Tomas Morgan, Chairperson  
Lori K. Hamann, Vice-Chairperson  
Matthew Coats, *Citizen Member*

Canneth Lee, Member  
Maria Gibbs, *Citizen Member*

### PARC COMMITTEE- Venues Parks and Arts (Parks, Recreation, Cultural Arts & Entertainment)

Oversees the various activities of the Century Center, College Football Hall of Fame, Four Winds Stadium, Morris Performing Arts Center, Studebaker National Museum, South Bend Regional Museum of Art, Potawatomi Zoo, My SB Trails, DTSB relations, and the many recreational and leisure activities offered by the Department of Venues Parks and Arts.

Canneth Lee, Chairperson  
Troy Warner, Vice-Chairperson  
Beth Sanford, *Citizen Member*

Henry Davis, Jr., Member  
Rachel Tomas Morgan, Member  
*Citizen Member*



### **PERSONNEL AND FINANCE COMMITTEE**

Oversees the activities performed by the Department of Administration and Finance, and reviews all proposed salaries, budgets, appropriations, and other fiscal matters, as well as personnel policies, health benefits and related matters.

Sheila Niezgodski, Chairperson  
Troy Warner, Vice-Chairperson  
Rachel Tomas Morgan, Member

Eli Wax, Member  
Canneth Lee, Member

### **PUBLIC WORKS AND PROPERTY VACATION COMMITTEE**

Oversees the various activities performed by the Building Department, the Department of Public Works and related public works and property vacation issues.

Sheila Niezgodski, Chairperson  
Karen L. White, Vice-Chairperson  
Jason Piontek, *Citizen Member*

Lori K. Hamann, Member  
Carl Littrell, *Citizen Member*

### **RESIDENTIAL NEIGHBORHOODS COMMITTEE**

Oversees the various activities and issues related to neighborhood development and enhancement.

Karen L. White, Chairperson  
Canneth Lee, Vice-Chairperson  
Amika Micou, *Citizen Member*

Henry Davis, Jr., Member  
Sheila Niezgodski, Member  
Lakeyue Williams, *Citizen Member*

### **UTILITIES COMMITTEE**

Oversees the activities of all enterprise entities including but not limited to the Bureau of Waterworks, Bureau of Sewers, and all related matters.

Henry Davis, Jr., Chairperson  
Eli Wax, Vice-Chairperson  
*Citizen Member*

Troy Warner, Member  
Lori K. Hamann, Member  
*Citizen Member*

### **ZONING AND ANNEXATION COMMITTEE**

Oversees the activities related to the Board of Zoning Appeals, recommendations from the Area Plan Commission and the Historic Preservation Commission, as well as all related matters addressing annexation and zoning.

Lori K. Hamann, Chairperson  
Henry Davis, Jr., Vice-Chairperson  
James Snodgrass, *Citizen Member*

Sheila Niezgodski, Member  
Karen L. White, Member

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### **SUB-COMMITTEE ON MINUTES**

Reviews the minutes prepared by the Office of the City Clerk of the regular, special, and informal meetings of the Common Council and makes a recommendation on their approval/modification to the Council.

Troy Warner, Member

Eli Wax, Member



## 2023 COMMON COUNCIL STANDING COMMITTEES (Rev.01-09-2023)

### **CANNETH LEE, 1<sup>ST</sup> District Council Member**

#### **Chairperson, Committee of the Whole**

##### **PARC Committee, Chairperson**

Residential Neighborhoods Committee, Vice-Chairperson  
Community Relations Committee, Member

Health & Public Safety Committee, Member  
Information & Technology Committee, Member  
Personnel & Finance Committee, Member

### **HENRY DAVIS, JR. 2<sup>ND</sup> District Council Member**

##### **Utilities Committee, Chairperson**

Zoning & Annexation Committee, Vice-Chairperson  
Community Investment Committee, Member

Residential Neighborhoods Committee, Member  
PARC Committee, Member

### **SHARON L. MCBRIDE, 3<sup>RD</sup> District Council Member**

#### **President**

Council Rules Committee, Member

### **TROY WARNER, 4<sup>TH</sup> District Council Member**

##### **Community Relations Committee, Chairperson**

Personnel & Finance Committee, Vice-Chair  
PARC Committee, Vice-Chairperson

Health & Public Safety Committee, Member  
Utilities Committee, Member  
Sub-Committee on the Minutes, Member

### **ELI WAX, 5<sup>TH</sup> District Council Member**

##### **Health & Public Safety Committee, Chairperson**

Utilities Committee, Vice-Chairperson  
Community Investment, Member  
Personnel & Finance Committee, Member

Community Relations Committee, Member  
Sub-Committee on Minutes, Member  
Council Rules Committee, Member

### **SHEILA NIEZGODSKI, 6<sup>TH</sup> District Council Member**

#### **Vice-President**

##### **Personnel & Finance Committee, Chairperson**

**Public Works & Property Vacation, Chairperson**  
Council Rules Committee, Member

Residential Neighborhoods Committee, Member  
Zoning & Annexation Committee, Member

### **RACHEL TOMAS MORGAN, AT LARGE Council Member**

##### **Information & Technology Committee, Chairperson**

##### **Community Investment Committee, Chairperson**

Health & Public Safety Committee, Member

PARC Committee, Member  
Personnel & Finance Committee, Member

### **KAREN L. WHITE, AT LARGE Council Member**

##### **Residential Neighborhoods Committee, Chairperson**

Health & Public Safety Committee, Vice-Chairperson

Public Works & Property Vacation, Vice Chairperson  
Zoning & Annexation Committee, Member

### **LORI K. HAMANN, AT LARGE Council Member**

##### **Zoning & Annexation Committee, Chairperson**

Information & Technology Committee, Vice-Chairperson  
Community Relations Committee, Vice-Chairperson

Public Works & Property Vacation, Member  
Utilities Committee, Member