



# Office of the City Clerk

John Voorde, City Clerk

3<sup>rd</sup> AMENDED 8/27/13

August 12, 2013

TO: MEMBERS OF THE COMMON COUNCIL

FROM: JOHN VOORDE, CITY CLERK

The following Common Council Committee Meeting has been scheduled in the **South Bend Common Council Informal Meeting Room 4<sup>th</sup> Floor County-City Building, 227 W. Jefferson Blvd., South Bend, Indiana:**

(See attached schedule for departments, dates and times)

**PERSONNEL & FINANCE**

1. 2014 Operating Budget Hearings
2. Miscellaneous matters

**DR. DAVID VARNER, CHAIRPERSON**

cc: Mayor Pete Buttigieg  
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.**

455 County-City Building • South Bend, Indiana 46601 • (574)235-9221 • Fax (574)235-9173 • TDD (574)235-5567

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Mary Beth Wisniewski  
Chief Deputy

Janice Talboom  
Deputy Clerk

Kareemah Fowler  
Ordinance Violation Clerk

Date	Time	Responsible	Action Item
August 14, 2013	4:00 p.m.	Mayor, Common Council Representative, A/F, Department Heads & Fiscal Officers	<p><b>2014 City-wide Budget Overview:</b></p> <ul style="list-style-type: none"> <li>• Goals/objectives</li> <li>• KPI's/outcomes</li> <li>• Organization chart</li> <li>• Employee summary</li> <li>• Economic factors</li> <li>• 5 Year CIP</li> <li>• Income Projections</li> <li>• Proposed Expenditures</li> </ul>
August 19, 2013	4:00 p.m.	A/F, Human Rights, Mayor, Common Council	<p><b>Budget Hearing – Session No. 1: Administration</b></p> <ul style="list-style-type: none"> <li>• Mayor's Office (101-0101)</li> <li>• 311 Call Center (101-0104)</li> <li>• A/F – Finance (101-0401)</li> <li>• A/F – Insurance (711)</li> <li>• A/F – HR (101-0401)</li> <li>• A/F – Human Rights (101-1008, 258)</li> <li>• A/F – Safety/Risk (226)</li> <li>• A/F – IT (101-0401, 404-0672)</li> <li>• A/F – COIT Fund (404)</li> <li>• A/F – EDIT Fund (408)</li> </ul>
August 20, 2013	4:00 p.m.	A/F, Legal Dept, Public Works, Common Council	<p><b>Budget Hearing – Session No. 2:</b></p> <p>Legal Department</p> <p>Public Works</p> <ul style="list-style-type: none"> <li>• PW – GIS (101-0602)</li> <li>• PW – Bldg. Maint (101-0602)</li> <li>• PW – Engineering (101-0602)</li> <li>• PW – Env. Services (641)</li> <li>• PW – LRSA Fund (251)</li> <li>• PW – Loss Recovery (227)</li> <li>• PW – Major Moves (412)</li> <li>• PW – Solid Waste (610, 611)</li> <li>• PW – Organic Res. (641-0631)</li> <li>• PW – Project Releaf (655)</li> <li>• PW – Central Serv. (222)</li> <li>• PW – Energy Office (222-0616)</li> <li>• PW – MVH/Streets (202)</li> <li>• PW – Sewers (641-0621)</li> <li>• PW – Sewer Insurance (640)</li> <li>• PW – T&amp;L (202)</li> <li>• PW – Water Works (620)</li> </ul>

August 28, 2013	4:00 p.m.	A/F, Parks, Morris/Palais, Century Center, Art Museum, Studebaker Museum, Common Council	<b>Budget Hearing – Session No. 3:</b>  <b>Culture &amp; Arts</b> <ul style="list-style-type: none"> <li>• Morris PAC (101-0404)</li> <li>• Palais Royale (101-0405)</li> <li>• Century Center (670, 671)</li> <li>• Studebaker National Museum (404-0409-453-39-30)</li> <li>• South Bend Museum of Art (404-0408-453-39-30)</li> </ul> <b>Parks</b> <ul style="list-style-type: none"> <li>• Parks – GF Administration (201-1100)</li> <li>• Parks – GF Maintenance (201-1101)</li> <li>• Parks – GF Golf (201-1102)</li> <li>• Parks – GF Recreation (201-1103)</li> <li>• Parks – GF Zoo (201-1104)</li> <li>• Parks – GF Greenhouse (201-1106)</li> <li>• Parks – GF Graffiti (201-1108)</li> <li>• Parks – Recreation Fund (203)</li> <li>• Parks – Coveleski Capital (401)</li> <li>• Parks – Zoo Endowment (403)</li> <li>• Parks – Nonreverting Capital (405)</li> <li>• Parks – City Cemetery (730)</li> </ul>
September 4, 2013	4:00 p.m.	A/F, DCI, Building, Code, DTSB, Common Council	<b>Personnel/Finance Budget Hearing – Session No. 4:</b> <b>Building Department (600-1306)</b> <b>Code Enforcement/Animal Control</b> <ul style="list-style-type: none"> <li>• Code – Administrative (600-1201)</li> <li>• Code – Hearing Officer (600-1201)</li> <li>• Code Junk Vehicle (600-1201)</li> <li>• Code – Unsafe Bldg (600-1201)</li> <li>• Code – Animal Control (600-1207)</li> </ul> <b>Department of Community Investment</b> <ul style="list-style-type: none"> <li>• DCI – Planning (211)</li> <li>• DCI – Neigh. Engage. (211)</li> <li>• DCI – Business Dev. (211)</li> <li>• DCI – ED Resources (211)</li> <li>• DTSB (408-0401-415-39-30)</li> </ul>
September 5, 2013	7:00 p.m.	All City Budgets – Offsite Budget Discussion	<b>Budget Hearing No. 5 – Public O’Brien Recreation Center, 321 E. Walter Street, South Bend, IN 46614</b>

<p>September 11, 2013</p>	<p>4:00 p.m.</p>	<p>A/F, Police, Fire, Pension Secretaries, Board of Safety, Common Council</p>	<p><b>Budget Hearing – Session No. 6:</b></p> <p>Fire Department</p> <ul style="list-style-type: none"> <li>• Fire – Administrative (101-0901)</li> <li>• Fire – EMS (288)</li> <li>• Fire – Inspection Bur (101-0901)</li> <li>• Fire – Instruction Bur (101-0901)</li> <li>• Fire – Pension Fund (701)</li> <li>• Fire – PS LOIT (249-0905)</li> </ul> <p>Police Department</p> <ul style="list-style-type: none"> <li>• Police – Administration (101-0801)</li> <li>• Police – Uniform Div.(101-0801)</li> <li>• Police – Investigative (101-0801)</li> <li>• Police – Community Relations Division (101-0801)</li> <li>• Police – Prof. Standards (101-0801)</li> <li>• Police – Risk Manage. (101-0801)</li> <li>• Police – Pension Fund (702)</li> <li>• Police – PS LOIT (249-805)</li> <li>• Board of Safety (101-0103)</li> </ul>
<p>September 16, 2013</p>	<p>4:00 p.m.</p>	<p>A/F, TRANSPO, City Clerk, Common Council</p>	<p><b>Budget Hearing – Session No. 7:</b></p> <ul style="list-style-type: none"> <li>• TRANSPO (none)</li> <li>• Clerk – Administrative (101-0201)</li> <li>• Clerk – OVB (101-0201)</li> <li>• Common Council (101-0301)</li> </ul>
<p>September 18, 2013</p>	<p>4:00 p.m.</p>	<p>A/F, Common Council, Departments as requested</p>	<p><b>Budget Hearing – Session No. 8:</b></p> <ul style="list-style-type: none"> <li>• Overflow time for departments asked to return</li> </ul>