

CITY OF SOUTH BEND, INDIANA
PERSONNEL & FINANCE PROGRESS REPORT – DOLLARS SPENT
MARCH 24, 2014

Project	Funding (amount and source)	Q1 (report 3/24)	Q2 (report 6/24)	Q3 (report 9/22)	Q4 (report 12/22)	Total
Vacant & Abandoned Housing	\$2.3 Million Fund 227*	\$0 spent; \$657,115 encumbered***				
2 Way Streets (Downtown)	\$4.2M Fund 412; \$1.7 Fund 426	\$0 spent; \$95,100 encumbered; \$111,340 encumbrance in process				
Anti-Violence	Private funding for Group Violence Intervention Strategy	-0-				
Workforce Development**	\$69,911 Fund 404	\$0 spent; \$69,911 encumbered				
Corridors	\$1.95M Fund 227; \$300,000 Fund 412; \$10,000 Fund 324	\$0 spent; \$25,000 encumbered				
311 Center	\$479,949 from Fund 101-104	\$93,751				
Infrastructure (Curbs & Sidewalks)	\$1.1 million from Fund 404/202	\$101,010				
The CSO LTCP	Sewer Bond and Capital Funds \$42.2 million	\$2,221,238				

*Includes \$300,000 for deconstruction

**Funds encumbered in 2013, but won't be spent until 2014.

***\$16,956 claim in process.

Sewer bond and capital funds 642, 647, 659, 661, 665

- Curbs & Sidewalks - \$1,100,000 from Fund 404 (COIT)/Fund 202 MVH

How many applications do we have pending?

There are 114 properties in the current year's program to be addressed this year. Of those, 58 are being done by the internal curb & sidewalk concrete crew and 56 are being done under contract.

When will work begin?

Weather permitting, our internal crew will begin working in mid April. Contract will be let in April with work proceeding by mid May.

How many residents have we served?

2011 = 40 properties

2012 = 56 properties

2013 = 58 properties

This year we have 114 properties in the program between contract and in-house crews.

- Vacant & Abandoned - \$2 Million from Fund 227 (Loss Recovery)

How many homes remain from the original report?

Continuous updates have occurred since the report was completed. The number of properties currently on the V&A list totals 1177. The outcomes as of 3/20/2014 are as follows, and this count appears on the website and is updated regularly.

Count of Houses:

88	Houses repaired
44	Houses demolished
1	House under contract for rehabilitation
<u>208</u>	Houses under contract for demolition
341	Total

What is our average cost per demolition?

Based on the current 2 demolition contracts which cover a total of 219 properties (11 of which have already been demolished), the average cost per demolition is \$5,460.51.

Per Renovation?

The 88 houses repaired have all been done privately. This is not information available to the City at this time.

The 1 house under contract for acquisition/rehabilitation of 917 Lindsey as a CDBG funded activity with the Near Northwest Neighborhood Inc. The activity is just at the beginning stages and the cost is not yet known. Once the property is completely rehabilitated, the property will be marketed for sale to a low/moderate income household.

- **Anti Violence**

How much was budgeted for this program?

There is currently no public funding associated with the Group Violence Intervention Strategy (GVI). Funding is provided by private donations.

What fund was used?

None

How are we measuring progress?

The following KPI's are reported every month:

Total Part 1 Crimes

Aggravated Assault-Firearm

Persons Shot

The activities in connection with the Group Violence Intervention Strategy have been extensive. The group has worked with David Kennedy and other officials from John Jay College (JJC) on anti-violence strategies. The City has hosted officials from JJC and members of the GVI working group have made several trips to Chicago to witness the work done there. In addition, three members of the South Bend Police Department and an Assistant U.S. Attorney from the South Bend office were able to attend a convention in New Orleans to learn from other cities doing this kind of work.

- **Corridors**

What was the amount budgeted for work on LWW and Western?

\$2,260,000

What fund was to be used?

Fund 412 - \$300,000 (Engineering)
Fund 227 - \$1,950,000 (Implementation)
Fund 324 - \$10,000 (Planning)

What has been done so far?

To date we have used \$15,000 from Fund 227 for a contract with Post Code (former Code for America fellows) to do public engagement for the West Side Corridors Master Plan and \$10,000 from Fund 324 for a contract with Torti Gallas & Partners. The plan is being developed by Torti Gallas and their contract (\$160,000) is being paid for by the UEA with a small portion (\$10,000) paid by Redevelopment Commission. We expect to use the Engineering and implementation allocation after completion of the plan which is expected to be in July 2014.

- **2 Way Streets (Downtown)**

What was amount budgeted for downtown and Jefferson?

\$5,900,000

What funds were to be used?

Fund 412 - \$4,200,000
Fund 426 - \$1,700,000

What has been done so far?

Phase IA: William and Lafayette: Currently at 50% construction drawings and these are under staff review. Expectation is for project to be bid for construction in May, which project completion this fall.

Phase IB: Jefferson Boulevard: Contracted with Abonmarche to complete construction documents for the streetscape project. DCI staff conducted extensive outreach through a two-day open house at Howard Park Senior Center as well as through individual meetings with businesses owners and residents. Construction documents are at 50% completion. Expectation is for project to be bid for construction in May with completion this fall.

Phase IC: Bartlett Street: Completed design development workshop in December and are initiating engineering work to begin the construction documents.

Phase ID: Main/St. Joseph Street

We have contracted with Ian Lockwood of Toole Design Group to complete the design development for Main and St. Joseph Streets. We have scheduled a series of design workshops in March and April to continue stakeholder engagement in the design development. Met with INDOT commissioners to discuss State relinquishment of Main/St. Joseph Street and are expecting preliminary figures from the State this spring as a starting point for negotiations.

- **311 Center**

Is 311 providing a high level of customer service for our residents?

311 provides a higher level of customer service, communication, and information to our residents within condensed timeframes. Because information is readily accessible, the need to transfer calls to additional personnel is not necessary in most instances. Service levels which need improvement are identified, documented, and a swift plan of action for correction is implemented. This results in increased service levels for our residents.

Has a centralized 311 center reduced administrative costs in other areas?

Because 311 is staffed with some existing City staff reassigned and committed to perform above and beyond normal expectations, administrative costs have been reduced. With each additional department's launch, expectations will continue to surpass normal output due to process improvements and greater efficiencies. Centralization also fosters team atmosphere across City departments and reduces our exposure to breaks in services.

- **CSO LTCP**

The 2014 budget revenues included the issuance of a \$21 Million Bond (Fund 665) for the CSO LTCP. Do we anticipate that the size of the bond be modified?

Yes. The current estimate for the 2014 sewer bond is \$11,980,000. It is anticipated that the bond will be issued in the fall of 2014 so that the funds will be available for the spring 2015 construction season.

If so, how will the budget be impacted by this adjustment?

The revenue budget in Fund 665 will be reduced from \$21,200,000 to \$11,980,000 to agree with the size of the bond issued. The expenditure budget in Fund 665 is \$500,000 (bond issuance costs) and will be reduced to the revised bond issuance cost amount.

The Common Council passed sewer rate increases of 5% per year for 2014 through 2016. The City budget will reflect these sewer rate increases and will adjust its operating and capital budgets accordingly.

- **Workforce Development**

How much was budgeted for the Deconstruction program?

\$300,000

What fund was used?

Fund 227 Loss Recovery

How is that program going?

Work continues to prepare and vet the bid specifications with the Legal Department to ensure that the program conforms with Indiana's Unsafe Building Law. The contracts will be bid out via the Board of Public Works and we anticipate activity commencing this summer.

What other workforce programs are we financially supporting?

Please see the attached memo on the SMART Workforce initiative.

How much are we providing for these programs?

Initial funding of \$69,911 from COIT came through a mid-year appropriation in late 2013. Based on the program's success we would like to consider expanding the funding amount in 2015 budget.

- **Nonbargaining Salary Ordinance (Bill 53-13)**

The non-bargaining salary ordinance passed by the Common Council sets the maximum salary that may be paid for an appointed and nonbargaining position. The Administration establishes salaries based upon job performance, peer group comparison and within the bounds of the salary ordinance. We are pleased to report strong progress has been made in the City's recruitment for vacant positions with salary ordinance amendments agreed to by the Council in the 2014 budget. Thank you for your work with us.



Department of
Community Investment

Memorandum

Monday, March 24, 2014

TO: Chris Fielding

FROM: Sarah Heintzelman

SUBJECT: SMART Program

As of today the status of the program is as follows

- Classes started on January 28th and will end the third week of April
- The customized curriculum is being taught at Ivy Tech corporate college
- There are 14 trainees enrolled, all who have passed Work Keys and their drugs tests and have signed their commitments to receive scholarship:
 - 10 are from South Bend
 - 9 from the city
 - 1 from the county
 - 2 from Mishawaka
 - 1 from Granger
 - 1 from North Liberty
- Funding for the project came from:
 - The City of South Bend (\$69,000)
 - The City of Mishawaka (\$25,000)
 - An AEP grant (\$5,000)
- The funds from South Bend and Mishawaka are being used for 12, the additional 2 are being funded by WorkOne grants
- Individuals have already been inquiring about the next class and there are 9 potential trainees
- 9 companies have committed to be part of speaking arrangements, tours, hiring events, and future forums to offer feedback
- A presentation will be given at an upcoming meeting of the local chapter of the National Tooling and Machining Association to introduce manufacturers to the program
- WorkOne has designated a representative to work with trainees to monitor their progress, ensure personalized feedback, and help with placement
- Ivy Tech has assigned a program liaison to act as an additional point of contact

