

CITY OF SOUTH BEND, INDIANA
PERSONNEL & FINANCE PROGRESS REPORT – DOLLARS SPENT
September 30, 2014

Project	Funding (amount and source)	Q1 (report 3/24)	Q2 (report 7/9)	Q3 (report 11/7)	Subtotal	Q4 (Projected)	Grand Total
Vacant & Abandoned Housing	\$3.3 Million Fund 227*; \$3,228,519 Fund 212 & HOME; \$178,410 Donation Fund 217 <i>Total \$6.7 million</i>	\$0 spent; \$657,115 encumbrance in Jan, but reduced to \$380,827 in May to reflect proper funding source	\$86,715 spent; add'l \$1,147,750 encumbrance in process***	Add'l \$1,118,961 spent; \$244,000 enc on deconstruction; \$2,545,489 more enc; \$559,400 enc in process	\$4,554,565 spent or encumbered	Add'l \$1.6 enc/spent for demo (opening bid scheduled for 11/20); \$600,000 enc/spent for rehab	\$6.7 million encumbered or spent
Smart Streets/ 2-Way Streets (Downtown)	\$4.2M Fund 412; \$1.7 Fund 426 but changed to \$1.6M based on lower cash than expected <i>Total \$5.8 million</i>	\$0 spent; \$95,100 encumbered; \$111,340 encumbrance in process	\$73,926 spent; \$1,798,861 enc.; add'l \$446,119 enc. in process	\$972,960 spent; \$1,817,213 encumbered; \$1,183,252 enc in process	\$4,047,351 spent or encumbered	Add'l \$150,000 encumbered	\$4.2 million from Fund 412 encumbered or spent; expect to use the \$1.6M from Fund 426 in 2015 <i>Total \$5.8 million</i>
Anti-Violence	Private funding for Group Violence Intervention	-0-	-0-	-0-	-0-	-0-	-0-
Workforce Development	\$69,911 Fund 404**	\$0 spent; \$69,911 encumbered	\$69,911 spent	-0-	\$69,911 spent	-0-	\$69,911 spent
Corridors	\$1.95M Fund 227; \$300,000 Fund 412 <i>Total \$2,250,000</i>	\$0 spent; \$0 encumbered	\$0 spent; \$0 encumbered; \$258,300 enc. In process	\$38,890 spent; \$219,410 encumbered	\$258,300 spent or encumbered	Encumber remaining \$1,991,700 for Corridor streetscape improvements— bid opening 10/23/14	\$2,250,000 encumbered or spent

Project	Funding (amount and source)	Q1 (report 3/24)	Q2 (report 7/9)	Q3 (report 11/7)	Subtotal	Q4 (Projected)	Grand Total
311 Call Center	\$479,949 from Fund 101-104	\$93,751	\$120,088	\$112,689	\$326,528	\$110,000	\$436,528
Infrastructure (Curbs & Sidewalks)	\$1.1 million from Fund 404/202	\$101,010	\$102,296	\$432,561	\$635,867	\$464,113	\$1.1 million encumbered or spent
The CSO LTCP	No 2014 Sewer Bond to be issued – will be reconsidered based on need in 2015	n/a	n/a	n/a	n/a	n/a	n/a

*Includes \$300,000 for deconstruction

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

***Opening bids for deconstruction in July.

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

Personnel & Finance Progress Report Question Responses for 3rd Quarter 2014

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

How many applications do we have pending?

(Jan 2014) 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.

(July 2014) There are currently no applications pending for the 2014 program. Of the 114 application that were active as of January 2014, 14 applicants have requested to leave the program mainly due to financial concerns. Of the remaining applicants 50 are being serviced by the City crew and 50 are being serviced by the City's contractor.

When will work begin?

(Jan 2014) Weather permitting our internal crew will begin working in mid-April. Contract will be let in April with work proceeding by mid-May.

(July 2014) The City crew began work in the first week of April. The City awarded the 2014 Curb & Sidewalk contract to Premium Concrete on May 27, 2014. A pre-construction meeting was held on June 3rd and they are proceeding with their work on July 14. A schedule for the internal work is currently in place, and somewhat dynamic due to weather considerations. A schedule will be developed and secured from Premium Concrete (the City's contractor) to ensure that they are finishing their work in a timely manner.

How many residents have we served?

2011 = 40 properties

2012 = 56 properties

2013 = 58 properties

2014 = 93 properties

(November 2014) For 2014, 93 properties will be served by the program between contract and in-house crews. Please see attached list of 2014 progress to date. The highlighted locations are still under construction.

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

How many homes remain from the original report?

The number of properties currently on the V&A list total 1252. This is due to continuous updates occurring. The outcomes as of 10/8/2014 are as follows, and this count appears on the website and is updated regularly.

Count of houses:

197	Houses Repaired
319	Houses Demolished
4	Houses Deconstructed
6	CDC Partner Houses
62	State Blight Elimination Program
18	Houses under Contract for Demolition
<u>6</u>	Houses under contract for deconstruction
612	Total

What is our average cost per demolition?

Prior to June 24, 2014 the average cost per demolition was \$6,004. This amount is reflected in the three existing demolition contracts which cover a total of 219 properties. The winning bid from the June 24, 2014 Board of Public Works meeting for 81 properties had an average cost of \$14,170. Taking this last bid into account and the previous 3 contracts, the new average is \$8,209.

Work is progressing on the next anticipated bid award date of November 20, 2014 with an expectation that there will be 100-110 properties included. It is expected that the average cost may increase to an amount closer to \$15,000. The increase can likely be attributed to: the limited number of demolition contractors available to work with and familiar with residential demolition; the number of those contractors which will still be under contract with the City for demolition work; the amount of asbestos and thus environmental disposal costs.

Per Renovation?

The 187 houses repaired have all been done by private owners. This information is not available to the City.

The 6 properties being rehabbed by Partners are as follows: the NNN has 2; Habitat 1; SBHF 2; and the NNRO 1. Once the properties are close to completion the amounts of the rehabs will be known and shared.

How much was budgeted for the Deconstruction program?

\$300,000

What fund was used?

Fund 227 Loss Recovery

How is that program going?

The Board of Public Works award date of July 22, 2014 resulted in 1 bid response from Jackson Services. As of 10/8/2014, 2 properties have been deconstructed. The total amount of the bid for 10 properties was \$244,000.

- **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?

\$2,250,000

What fund was to be used?

Fund 412 - \$300,000 (Engineering)

The Board of Public Works has awarded a \$258,300 contract to CHA Consulting to complete surveys, traffic studies, and construction documents for the conversion of Lincoln Way West and Western Avenue to three-lane streets with on-street parking.

No Civil City funding is being used to pay for the development of the West Side Corridors Plan. The \$160,000 cost of the plan is being funded by the Urban Enterprise Association (\$150,000) and the Redevelopment Commission (\$10,000).

Fund 227 - \$1,950,000 (Implementation)

What has been done so far?

Torti Gallas and Partners has completed the *West Side Main Streets Plan*, the revitalization plan for Lincolnway West and Western Avenue. The plan was developed through a series of public input sessions. The plan contains short- and long-term implementation strategies, and it prioritizes projects and project areas. Adoption of the plan by the Area Plan Commission and the Common Council will be sought this fall.

Work toward implementing some of the plan's short-term tasks has already begun. Torti Gallas is being engaged to develop zoning changes for the corridors that will help reinforce the plan's land use and design concepts. Work on the potential zoning amendments will proceed through early next year.

Engineering consultant CHA has completed traffic analysis and construction documents to restripe Lincolnway West from four lanes to three lanes with on-street parking and bicycle accommodations. As part of the project, trees will be added along that street's entire length. These Lincolnway improvements are out for bid, with bids being opened October 23 with award anticipated on October 28 for about \$1.4M. Tree planting is expected to begin this fall, and the balance of the improvements will be completed in spring 2015. CHA is beginning work to design a similar scope of improvements along Western Avenue to be bid and implemented in 2015.

Through the County Commissioners tax sale process, the City has begun work to acquire up to 138 properties along the corridors to facilitate commercial and housing redevelopment and park space expansion; properties are to be in the City's control in spring 2015.

In coordination with the City, the Greater South Bend-Mishawaka Association of Realtors implemented a Better Block project on October 17-18 that included a pop-up bakery/coffee shop, dog park, farmers market, art gallery, vendor space, and temporary landscaping in the 2900 block of Western Avenue to demonstrate plan concepts and possibilities.

The South Bend Mutual Homes project, a housing co-op, was selected to receive tax credits. This funding will allow for the construction of 18 new homes in the Lincoln Park

neighborhood that further support the implementation of the West Side Main Streets Plan.

- **2 Way Streets (Downtown)**

What was amount budgeted for downtown and Jefferson?

\$5,803,849:

Fund 412:

- Jefferson Improvements: \$1,540,000
- Downtown improvements and concept development: \$2,660,000.

Fund 426:

- \$1,603,849

What funds were to be used?

Fund 412 - \$4,200,000

Fund 426 - \$1,603,849

What has been done so far?

William and Lafayette: William St. has been opened to two-way traffic. Work continues on Lafayette Blvd. which is expected to be opened to two-way traffic by the end of October. Tree installation is currently underway. The project award amount is \$782,927.

Jefferson Blvd: Jefferson Blvd. has been opened to traffic after partial closure during project implementation. The contractor has completed work on new sidewalks, lighting and travel lane configuration. All streetscape elements (benches, trashcans & bike racks) have been installed. The last of the trees are being installed during the week of October 13. The project award amount is \$1,535,873.

Bartlett St.: JPR has completed approximately 60% of the project construction drawings and continues to make progress in order to bid the work in phases. The street straightening is expected to be awarded in 2014 for completion in 2015. Work on the roundabout is expected to begin towards the end of 2015 and completed in 2016. The JPR engineering contract is in the amount of \$400,325.

Traffic Modeling: A contract to model future traffic flow and traffic volumes for the downtown area was awarded to American Structurepoint in July at an amount of \$271,710. This will help Engineering staff in making decisions on signal improvements, left turn lanes, stop sign conditions etc as the Smart Streets initiative progresses.

Marion Roundabout and Street Realignment: A contract to begin engineering work on the roundabout at Marion and Michigan as well as the realignment of Main St. by Marion was awarded to Lawson Fisher at an amount of \$619,350. The engineering documents are about 10% completed.

Madison and Marion Conversion: An engineering contract for the conversion of Marion and Madison Streets into two-way was awarded to the Troyer Group in the amount of \$79,205. Work is roughly 30% completed.

- **311 Call 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?

It has been discussed and decided not to issue a Sewer Bond for 2014 based on need in 2014. However, there is discussion surrounding a bond issue for 2015 in place of this. Further discussion to be had later in 2014.

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

n/a

- **Workforce Development**

What other workforce programs are we financially supporting?

Initial funding for the SMART program (manufacturing training) 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. The highlights of the project to date are as follows;

- Two classes were held
- To date, a total of 25 people were trained; 15 earning a certification

- 7 are still in process of finishing program
- 20 are employed fulltime; 4 are still searching

We have partnered with WorkOne and the School Corporation on a Federal YouthBuild grant in the amount of \$1.1 million. This grant would provide construction skills training to approximately 72 at-risk young adults over a 2 year period. This is an income based program that focuses on leadership development, GED/High school completion and hands on construction training.

DCI staff is currently engaged with multiple partners to develop a structure whereby we are able to provide an adequate labor pool to the construction/skilled trades industry. This demand is being driven largely by the pressure being forced on the industry as a result of the \$700 million in projects that have been announced by Notre Dame.

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.

2014 CURB AND SIDEWALK PROGRAM

Address	Street	Date Paid	Start Date	Completion Date	City	Premium	Council District
2101	Berkley Place	12/13/2013	5/22/2014	5/23/2014	X		1
806	Bryan	6/11/2013	4/15/2014	4/16/2014	X		1
1510	Kinyon	5/15/2013	4/16/2014	4/18/2014	X		1
413 W	Marion	5/20/2013	4/22/2014	4/23/2014	X		1
1129	Riverside Dr.	1/15/2014	9/16/2014	9/11/2014		X	1
725 N.	Scott Street	12/4/2013	9/18/2014	9/12/2014		X	1
525	Carroll (South St. Side)	7/11/2014	9/26/2014	11/26/2014		X	2
817 W.	Colfax Ave	2/17/2014	9/23/2014	9/22/2014		X	2
825 W.	Colfax Ave	2/17/2014	9/23/2014	9/22/2014		X	2
831 W.	Colfax Ave	2/17/2014	9/23/2014	9/22/2014		X	2
609	Columbia	5/14/2013	10/31/2014	9/30/2014	X		2
2622	Prast Blvd	12/16/2013	9/26/2014	11/14/2014	X		2
928 N	Sheridan	11/1/2013	5/20/2014	5/21/2014	X		2
509 S	25th	5/13/2013	8/29/2014	8/21/2014	X		3
925 S	27th	5/28/2013	9/4/2014	8/27/2014	X		3
1022 S	28th	5/31/2013	9/17/2014	8/29/2014	X		3
925 S	28th	6/7/2013	9/9/2014	9/8/2014	X		3
742 S	29th	5/23/2013	8/26/2014	9/2/2014		X	3
738 S	29th	5/23/2013	8/26/2014	9/2/2014		X	3
1322 S	30th	8/1/2013	9/19/2014	9/19/2014	X		3
1113 S	31st	6/10/2013	10/8/2014	9/19/2014	X		3
1117 S	31st	6/10/2013	10/10/2014	9/19/2014	X		3
733 S	31st	7/16/2013	8/25/2014	11/26/2014		X	3
633 S.	31st Street	12/5/2013	9/25/2014	9/3/2014	X		3
802 S.	31st Street	12/23/2013	10/3/2014	9/11/2014	X		3
930 S	32nd	6/3/2013	10/16/2014	9/22/2014	X		3
934 S	32nd	6/13/2013	10/21/2014	9/22/2014	X		3
1234 S.	32nd	3/6/2014	8/28/2014	10/13/2014		X	3
1233 S	33rd	5/31/2013	10/29/2014	9/22/2014	X		3
837 S	36th	6/5/2013	8/25/2014	8/29/2014		X	3
Address	Street	Date Paid	Start Date	Completion Date	City	Premium	Council District
1155	Altgeld	12/10/2013	10/8/2014	10/15/2014		X	3
1207 E	Altgeld	6/5/2013	11/14/2014	10/7/2014	X		3
1710 E.	Calvert	5/28/2013	10/3/2014	9/26/2014		X	3
3517 E	Jefferson	3/14/2014	8/21/2014	8/27/2014		X	3
721 S	Logan	5/23/2013	8/25/2014	8/28/2014		X	3
717 S	Logan	5/24/2013	8/25/2014	8/28/2014		X	3
1253	Longfellow	6/24/2013	8/5/2014	8/7/2014	X		3
1331	Longfellow	12/10/2013	6/26/2014	7/24/2014	X		3
1339	Longfellow	12/16/2013	6/26/2014	7/24/2014	X		3
1323	Longfellow	12/17/2013	6/26/2014	7/24/2014	X		3
1327	Longfellow	2/6/2014	6/26/2014	7/24/2014	X		3
1402 S.	Michigan	2/6/2014	9/29/2014	9/17/2014		X	3
932	Milton	5/14/2013	10/6/2014	9/26/2014		X	3
3105	Pleasant St	6/17/2013	8/28/2014	9/3/2014		X	3
1022	Roberts	12/3/2013	8/27/2014	8/27/2014	X		3
1331	Sunnymede Avenue	3/6/2014	7/17/2014	7/22/2014		X	3

1335	Sunnymede Avenue	3/6/2014	7/14/2014	7/22/2014		X	3
1519	Sunnymede Avenue	6/2/2014	7/14/2014	7/18/2014		X	3
506 S.	Twyckenham	7/12/2013	7/21/2014	7/24/2014		X	3
413 S.	Twyckenham	7/1/2014	7/22/2014	7/25/2014		X	3
1417	Wall	6/3/2013	8/19/2014	8/13/2014	X		3
1415	Wall	6/12/2013	8/13/2014	8/13/2014	X		3
1321	Wall	5/14/2013	4/9/2014	4/15/2014	X		3
1430 E.	Wayne	8/13/2013	5/29/2014	6/20/2014	X		3
1319 E.	Wayne North	6/7/2013	5/28/2014	5/30/2014	X		3
631 W	Angela Blvd.	5/21/2013	8/14/2014	8/15/2014		X	4
701 W.	Angela Blvd.	6/13/2013	8/14/2014	8/15/2014		X	4
1832	Campeau	6/3/2014	8/28/2014	11/26/2014		X	4
1137	Campeau	6/10/2013		10/1/2014	X		4
Address	Street	Date Paid	Start Date	Completion Date	City	Premium	Council District
318 N	Esther	6/3/2013	7/25/2014	8/13/2014		X	4
133 N.	Esther Street	12/11/2013	7/23/2014	8/6/2014		X	4
327 N.	Hill Street	6/3/2014	9/11/2014	9/8/2014		X	4
714 N	Ironwood	5/22/2013	8/19/2014	8/20/2014		X	4
213 N	Ironwood	5/16/2013	8/18/2014	8/22/2014		X	4
217 N	Ironwood	5/16/2013	8/18/2014	8/22/2014		X	4
1610	McKinley	1/21/2013	8/11/2014	8/13/2014		X	4
813 E.	Miner Street	6/3/2014	8/29/2014	9/8/2014		X	4
732	Northwood Dr.	5/13/2013	8/11/2014	8/15/2014	X		4
120 N	Notre Dame Ave	5/27/2014	9/19/2014	9/30/2014	X		4
205 N.	St. Louis	12/6/2013	11/20/2014	9/25/2014	X		4
417	Wakewa	12/10/2013	9/15/2014	9/12/2014		X	4
302	Walsh	7/14/2014	8/29/2014	9/4/2014		X	4
1627 E.	Washington	6/4/2014	7/25/2014	8/7/2014		X	4
1330 E	Washington	5/22/2013	7/30/2014	8/4/2014		X	4
1159	Altgeld	6/5/2014	10/8/2014	10/15/2014		X	5
1314	Byron	5/29/2013	10/16/2014	10/16/2014		X	5
5424	Cotswold	5/17/2013	4/30/2014	5/2/2014	X		5
1340	Echo Drive	2/3/2014	10/14/2014	10/20/2014		X	5
6723	Hillenbrand	2/4/2014	10/24/2014	11/26/2014		X	5
1215 E	Irvington	6/17/2013	11/12/2014	10/9/2014	X		5
1001 E.	Irvington	2/3/2014	10/10/2014	10/10/2014		X	5
1968	Thornhill	5/20/2013	5/6/2014	5/18/2014	X		5
1211 E.	Victoria	12/16/2013	11/5/2014	10/8/2014	X		5
5435	York Rd	6/3/2013	4/29/2014	4/30/2014	X		5
3829	Belle Vista	6/17/2013	10/17/2014	11/14/2014	X		6
522 S.	Bendix Dr.	12/6/2013	10/3/2014	10/23/2014	X		6
526 S.	Bendix Dr.	12/17/2013	10/3/2014	10/23/2014	X		6
753	Camden	6/10/2013	11/3/2014	10/2/2014		X	6
Address	Street	Date Paid	Start Date	Completion Date	City	Premium	Council District
2225 S	Dorothy	6/9/2013	10/22/2014	8/20/2014		X	6
802	Dundee	6/7/2013	11/3/2014	9/30/2014		X	6
706 S.	Kaley	12/19/2013	11/3/2014	10/7/2014		X	6
609	Liberty	12/23/2013	10/10/2014	10/24/2014	X		6
1629 S.	Scott Street	1/2/2014	10/24/2014	11/14/2014	X		6

SPECIAL PROJECTS

Address	Street	Orgination	Start Date	Completion Date	City	Premium	Council District
703	Allen	Council		9/26/2014		X	1
	Sheridan	DCI Unfinished Project		8/18/2014		X	2
	Western Ave	Fire Station #6		11/26/2014		X	2
1330/1332	Lincolnway East	Youth Services Bureau		10/9/2014		X	3
	Mishawaka Ave	Council		8/14/2014		X	3
	Notre Dame & Napoleon	311 Concern		8/25/2014		X	4
	Byron & Springbrook	311 Concern		11/26/2014		X	5