

City of South Bend, Indiana



Annual Licensing Fee Report

For the Year Ended December 31, 2014

Prepared - May 4, 2015

Department of Administration & Finance

John H. Murphy, City Controller

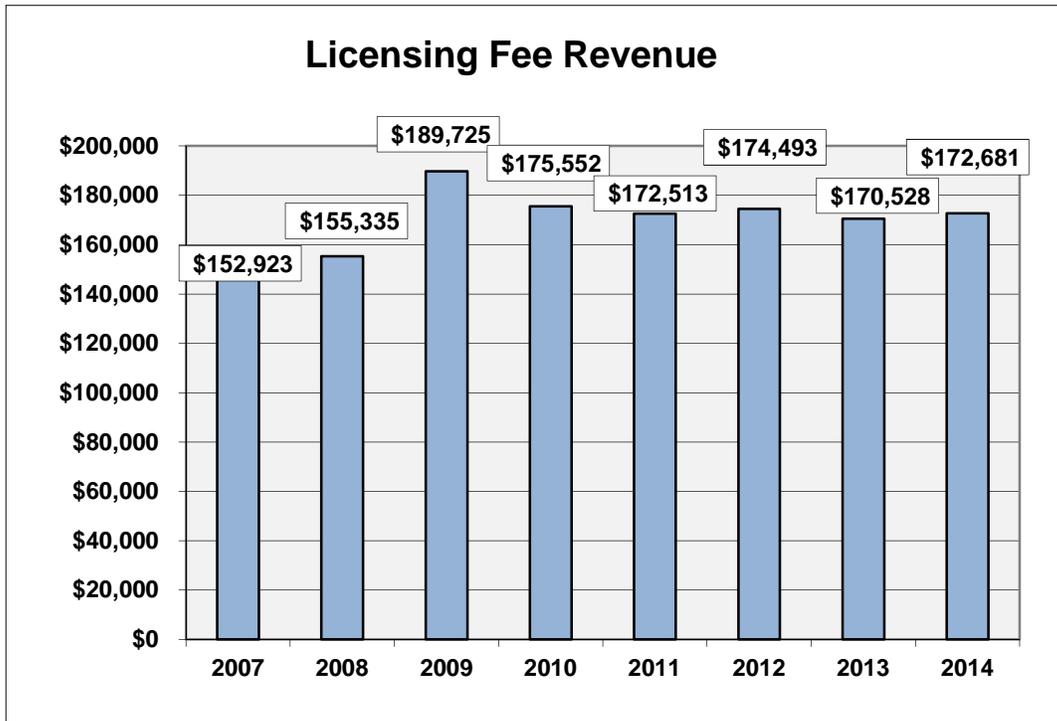
On or before November 1st of each year, the City Controller shall provide a written "Annual Licensing Fee Report" to the City of South Bend Common Council. Attached is the report for the year ended December 31, 2014. The report provides a listing of each licensing fee charged and includes a summary of revenue and number of licenses sold trends for the years 2007 through 2014.

Distribution

Mayor	Pete Buttigieg
Common Council	T. Scott, V. Schey, D. Varner, D. Dieter, K. White H. Davis, F. Ferlic, O. Davis, G. Ferlic
City Clerk	John Voorde
Council Attorney	Kathy Cekanski-Farrand
Chief of Staff	Kathryn Roos
Deputy Chief of Staff	Brian Pawlowski
Controller	John Murphy
Deputy City Controller	Jennifer Hockenhull
City Finance Director	Rahman Johnson
Business License Administrator	Michelle Adams
Department Heads	
Fiscal Officers	

**City of South Bend
Annual Licensing Fee Report
For Year Ended December 31, 2014
Report prepared May 4, 2015**

License Type	2007 Actual \$ Revenue *	2008 Actual \$ Revenue *	2009 Actual \$ Revenue *	2010 Actual \$ Revenue *	2011 Actual \$ Revenue *	2012 Actual \$ Revenue *	2013 Actual \$ Revenue *	2014 Actual \$ Revenue *	2007 Actual No. Sold	2008 Actual No. Sold	2009 Actual No. Sold	2010 Actual No. Sold	2011 Actual No. Sold	2012 Actual No. Sold	2013 Actual No. Sold	2014 Actual No. Sold	Current License Fee	Estimate Revenue Per License	Estimated Cost Per License	Code Enforcement/Animal Cont.	Building Department	Fire Department	Police Department	Public Works	Health Department	City Controller	Parks Board	City Attorney	Mayor's Office	Common Council / Clerk	Central Services		
Adoption Fee (Animal Control)	22,299	32,996	24,819	21,958	16,209	11,164	11,583	11,982	330	437	357	332	247	195	257	296	Pre-August 1 st : \$75/Dogs. \$60/Cats --- Post-August 1 st : \$85/Dogs, \$100/Puppies, \$65/Cats	40.48	66.00	x													
Adult Business	3,335	2,525	3,590	1,560	2,020	2,525	2,525	2,020	6	5	5	5	5	5	5	4	\$500.00	505.00	538.00		x	x	x										
Alarm Agents	1,848	1,815	3,005	2,363	2,985	4,523	5,341	5,711	25	25	28	28	45	58	64	70	\$75.00	81.59	134.00			x	x										
Animal Surrenders (Animal Control)	733	305	3,682	1,677	1,760	2,365	5,060	6,647	1,512	1,210	888	930	847	685	563	332	Pre-August 1 st : \$10 Surrender --- Post-August 1 st : \$20 Surrender	20.02	97.00	x													
Arboret/Tree Service	2,293	2,541	2,738	3,479	2,769	3,394	3,634	3,423	29	35	34	36	40	46	47	42	\$60.00/yr, \$3.50 vehicle	81.50	99.00														
Automotive Repair/Service Center	17,740	17,765	23,685	19,870	14,360	19,535	19,280	18,410	95	92	108	94	95	99	93	94	\$200.00	195.85	177.00	x	x												
Busker or Sidewalk Performer	-	-	-	-	-	-	-	275	-	-	-	-	-	-	-	-	\$20 in 2014; no longer in existence	22.92	25.00														
Charitable Solicitation	750	610	455	560	583	765	460	610	12	13	10	11	16	16	11	13	\$45.00	46.92	95.00														
Dangerous Dog License Fees	3,425	2,577	3,430	3,560	2,196	2,640	1,215	615	68	42	47	53	36	38	18	8	Pre-August 1 st : \$75 --- Post-August 1 st : No additional fee.	76.88	65.00	x													
Euthanasia Fee for Pets (Animal Control)	2,150	1,870	740	2,164	2,420	3,343	2,289	1,140	108	94	37	108	166	167	87	57	\$65 per pet \$65 per vehicle (2 licenses is actually 2 companies with several vehicles)	20.00	100.00	x													
Food Vending Vehicle (per vehicle)	665	103	943	1,282	835	647	707	717	3	1	5	6	6	2	2	2	\$50 per game (10% discount for season)	358.50	105.00														
Hotel & Motel (per establishment)	1,653	1,587	2,485	1,762	1,342	1,729	1,629	1,805	19	18	17	19	19	17	18	18	\$95.00	100.28	228.00	x	x												
Itinerant Restaurant	-	15	-	-	-	-	-	-	3	3	2	2	2	1	1	1	\$75.00, \$30 entertainment	-	145.00														
Lawn Parking (10 or more cars) flat rate	2,254	2,730	3,864	6,445	6,730	7,779	7,865	6,820	87	110	148	83	70	65	83	40	\$3.00 per space	170.50	33.00														
Lawn Parking (under 10 cars) per parking space	754	1,894	2,185	3,171	4,549	3,829	2,455	3,215	99	197	235	72	46	34	28	30	\$200.00	107.16	33.00														
Massage Establishment	375	565	1,531	1,279	1,685	1,911	1,605	1,865	3	5	11	10	16	15	9	9	\$300.00	207.22	276.00														
Massage Technician	911	1,063	1,396	1,150	1,141	1,239	1,120	1,048	16	18	25	18	22	21	15	13	\$75.00	80.62	177.00														
Micro Chipping for Pets (Animal Control)	3,851	2,944	3,445	3,829	3,386	3,048	2,156	3,660	193	147	172	191	924	702	118	183	\$20.00 per pet	20.00	65.00	x													
Open Air Business (per location)	520	510	520	634	403	543	713	2,840	17	16	15	24	15	17	19	85	\$45.00/private property, \$40.00 public	33.41	287.00	x	x												
Outdoor Motion Picture Theatre	-	-	-	-	-	-	5	-	-	-	-	-	-	-	-	1	\$85.00	-	257.00														
Peddlers/Canvassers	1,855	1,998	1,835	2,770	4,425	4,305	2,671	2,745	50	41	56	69	83	87	63	59	\$50.00	46.53	71.00	x	x												
Performing Animal Exhibitions	-	-	-	-	-	-	-	48	-	-	-	-	-	-	-	1	\$85.00	48.00	75.00	x	x												
Pet Licenses (Animal Control)	12,079	9,561	17,830	16,819	17,668	17,792	17,244	15,993	2,109	1,212	1,485	1,381	1,390	1,426	1,296	1,202	Pre-August 1 st : \$10 - \$25 per pet --- Post-August 1 st : \$15 - \$300 per house **	13.31	31.00	x													
Pet Shops	430	435	753	440	145	580	580	580	3	3	3	4	3	4	4	4	\$140.00	145.00	25.00	x	x	x											
Pick Up Fees (unwanted pets) Animal Control	750	408	260	505	260	80	2,347	2,682	-	-	-	-	-	-	-	-	\$20.00 per pet	-	179.00	x	x	x											
Pool Halls	110	105	105	110	100	-	-	-	2	1	1	1	1	-	-	-	\$100.00	-	198.00	x	x	x											
Precious Metal Dealer	325	648	650	686	330	1,183	973	1,048	5	7	7	7	11	16	15	13	\$75.00	80.62	135.00	x	x												
Public Parking Facility (per facility)	1,363	1,360	1,456	1,363	1,715	991	690	680	15	16	16	15	15	11	10	9	\$80.00	75.56	197.00														
Reclaim Fee for Impounded Pets	11,648	6,872	10,931	9,659	10,230	5,337	2,805	4,778	500	300	413	418	405	316	342	148	Post-August 1 st : \$15 - \$100	32.28	62.00	x													
Restaurant	32,812	32,506	39,629	39,588	40,482	41,249	39,624	39,509	466	428	494	487	517	518	502	517	\$90.00 to 150 guests, \$110/more than 150, \$30 entertain.	76.42	184.00	x	x												
Rubbish/Garbage Removal	6,996	6,542	8,240	3,277	9,764	6,540	6,087	6,725	-	17	23	18	19	19	15	13	\$60.00 & \$10.00 inspection	517.31	154.00	x													
Scrap Metal/Junk Dealers	2,935	4,088	4,795	4,380	4,443	4,085	4,070	3,065	16	23	18	17	17	17	15	13	\$250.00	235.77	99.00														
Second Hand Dealers (per year)	2,382	2,434	3,837	4,113	2,032	3,893	4,690	4,852	21	18	29	25	32	31	33	37	\$115.00 per year, \$40.00 outdoor display adder	131.14	223.00	x	x	x											
Self Service Laundry	1,726	1,723	1,984	1,770	1,711	1,836	1,907	1,854	8	8	10	9	9	9	9	9	\$3.00 per machine, \$45.00/ per establishment	206.00	152.00	x	x	x											
Taxicab - Companies (Central Services)	275	250	250	300	350	800	1,100	800	11	11	11	12	12	8	11	8	\$100.00 per company (effective 9/5/11)	100.00	39.00														
Taxicab - Drivers (Central Services)	2,369	2,634	3,119	2,814	2,720	3,205	3,347	2,481	155	173	205	184	175	158	165	124	\$20.25 per driver (effective 9/5/11)	20.01	39.00														
Taxicab - Vehicles (Central Services)	6,800	7,480	8,085	7,865	8,920	9,350	9,350	7,915	120	136	147	142	180	170	180	168	\$55.00 per vehicle (not changed)	47.11	80.00														
Tattoo Establishments	-	-	-	-	-	255	155	-	-	-	-	-	-	-	-	1	\$250.00 initial, \$150.00 renew	155.00	255.00	x	x	x											
Tattoo Artists	-	-	-	-	-	520	495	-	-	-	-	-	-	-	-	4	\$125.00 initial, \$75.00 renew	82.50	103.00	x	x	x											
Transient Merchant	1,320	625	910	1,180	905	1,325	1,310	750	9	9	10	9	9	12	8	6	\$135.00 single location, \$50.00 Christmas trees/wreaths	125.00	276.00														
Vehicle Removal Service	910	780	663	1,055	730	923	663	923	8	6	5	8	7	7	5	7	\$125.00	131.86	158.00	x	x	x											
Veterinarian Expenses (Animal Control)	482	471	1,880	115	210	40	653	1,801	-	-	-	-	-	-	-	-	Medical expenses billed to owner	n/a	65.00	x													
Total	152,923	155,335	189,725	175,552	172,513	174,493	170,528	172,681	6,123	4,877	5,077	4,828	5,502	4,992	4,117	3,654																	
General Fund Revenue	143,679	144,971	178,271	164,573	160,523	161,138	156,731	112,188	5,837	4,557	4,714	4,490	5,135	4,656	3,761</																		



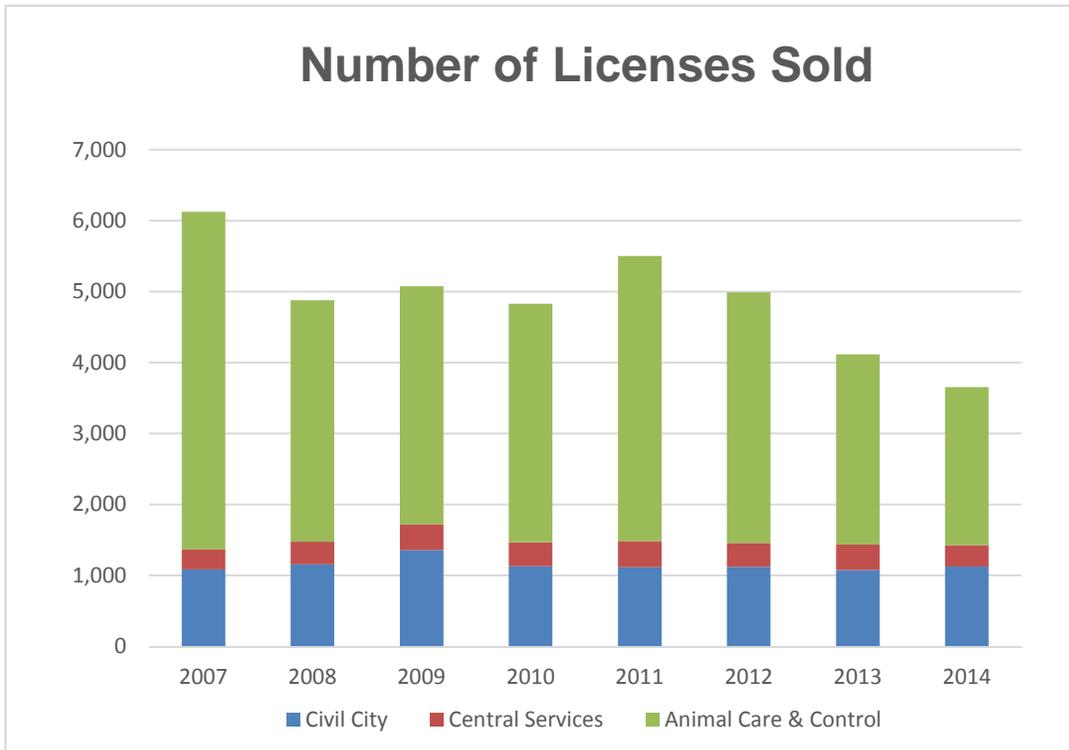
Actual Revenue Received

2007	\$	152,923
2008	\$	155,335
2009	\$	189,725
2010	\$	175,552
2011	\$	172,513
2012	\$	174,493
2013	\$	170,528
2014	\$	172,681

Licensing fee revenue increased significantly during 2009 due to the efforts of the new Business License Administrator, increases in pet licenses and pet reclaim revenue by Animal Care & Control and greater lawn parking revenue during Notre Dame football games.

Licensing fee revenue declined in 2010 vs 2009 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 (i.e. automotive repair and alarm agent licenses) in December 2009 for the 2010 fiscal year.

Licensing fee revenue during 2010 through 2014 has remained consistent and is significantly higher than 2007/2008 revenue levels.



Number of Licenses Sold

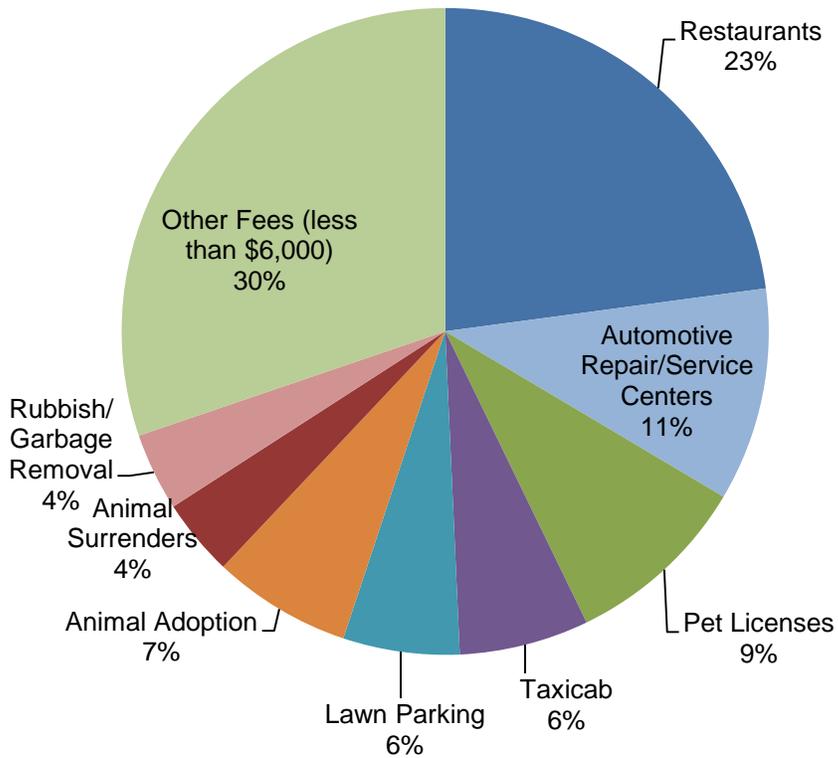
	<u>Total</u>	<u>Civil City</u>	<u>Central Services</u>	<u>Animal Care & Control</u>
2007	6,123	1,085	286	4,752
2008	4,877	1,157	320	3,400
2009	5,077	1,362	363	3,352
2010	4,828	1,130	338	3,360
2011	5,502	1,117	367	4,018
2012	4,992	1,123	336	3,533
2013	4,117	1,080	356	2,681
2014	3,654	1,128	300	2,226

The number of licenses sold decreased by Animal Care and Control due primarily to fewer animal surrenders during the five-year period. A lower number of animal surrenders is a positive trend for the community. Pet license renewals have been fairly consistent. Adoption fees and micro chipping increased in 2014.

The number of licenses sold for the "Civil City" operations (Business Licensing and the City Clerk) decreased primarily due to fewer lawn parking licenses sold with the implementation of a full season license option in lieu of a per game license. Lawn parking revenue has increased each year.

The number of licenses sold by Central Services were for taxicab license and has remained fairly consistent from 2007 to 2014.

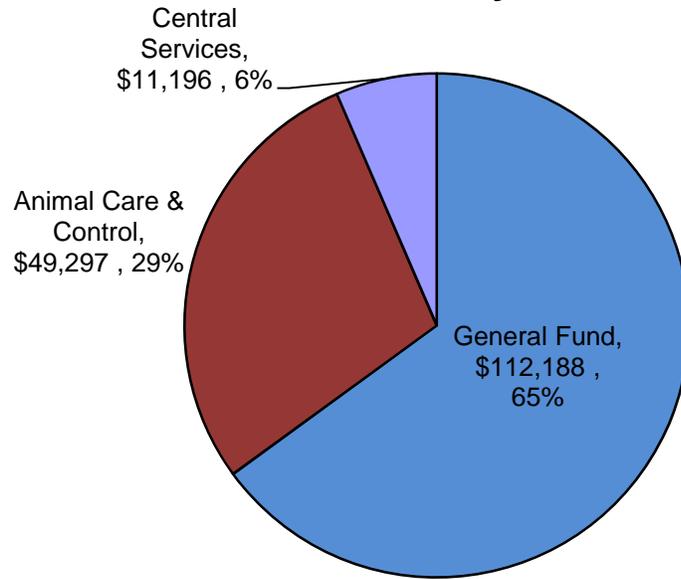
2014 Licensing Revenue



2014 Revenue

	<u>Amount</u>	<u>Percent</u>
Restaurants	\$ 39,509	22.88%
Automotive Repair/Service Centers	18,410	10.66%
Pet Licenses	15,993	9.26%
Taxicab	11,196	6.48%
Lawn Parking	10,035	5.81%
Animal Adoption	11,982	6.94%
Animal Surrenders	6,647	3.85%
Rubbish/ Garbage Removal	6,725	3.89%
Other Fees (less than \$6,000)	<u>52,184</u>	<u>30.22%</u>
Total	\$ 172,681	100.00%

2014 Revenue By Fund



2013 Revenue by Fund

	<u>Amount</u>	<u>Percent</u>
General Fund	\$ 112,188	64.97%
Animal Care & Control	\$ 49,297	28.55%
Central Services	\$ 11,196	6.48%
Total	\$ 172,681	100.00%

The majority of licensing revenue is deposited into the General Fund.
 Taxicab licensing revenue is deposited into the Central Services Fund.
 Beginning in 2014, Animal Care & Control was consolidated with the Building Department.