



2020 BUDGET PRESENTATION

MAYOR'S OFFICE

SEPTEMBER 25, 2019

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Common Council 2020 Budget Hearing #9

*Mayor's Office
September 25, 2019*



Operating Budget – Highlights & Changes

• Mayor's Office

- **Total Expenditures:** \$937,459
 - Increase of \$42,780 from 2019 budget (+5%)
- **Primary Changes:**
 - Salaries & Wages: +\$29,069 (+5%)
 - Proposed Salary Cap increase for Chief of Staff to the Mayor
 - From \$78,858 to \$98,500 (+24.9%)
 - All other salary caps increase by 2%
 - Health Insurance: +\$12,435 (+15%)
 - Professional Services / Promotions: +\$27,000
 - Increase to provide resources for new Administration to implement priorities
 - Interfund Allocations: decrease of \$(26,772)



2020 Budget Overview: Mayor's Office

	2017 Actual	2018 Actual	2019 Budget (Original)	2020 Proposed Budget	Year Over Year Variance (\$)	Year Over Year Variance (%)
Expenditures						
Salaries & Wages	461,050	489,548	543,029	572,098	29,069	5.4%
Fringe Benefits	197,770	202,305	200,065	215,808	15,743	7.9%
Professional Services	-	-	-	7,000	7,000	0.0%
Repairs & Maintenance	2,250	834	1,000	100	(900)	-90.0%
Supplies	1,385	830	700	800	100	14.3%
Debt Service	1,322	4,144	1,309	-	(1,309)	-100.0%
Other Expenses	32,701	31,607	28,215	47,400	19,185	68.0%
Transfers Out	-	-	-	-	-	0.0%
Other Interfund Allocations	129,228	142,046	120,197	93,425	(26,772)	-21.6%
Operating Expenditures	825,705	871,313	894,515	937,459	42,944	4.8%



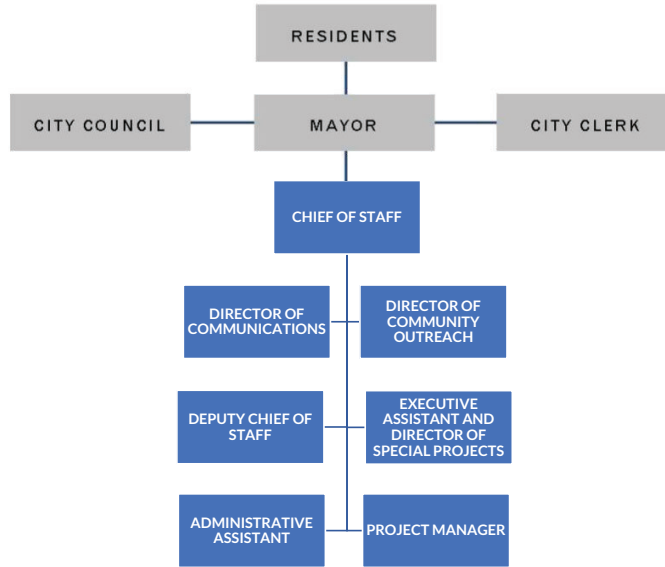
2020 – Special Initiatives

- In 2020, the Mayor's Office proposes creating a new division under the Mayor: the Division of Public Safety Initiatives
- This Division would centralize the administration's efforts to respond to the most pressing public safety issues facing the community, including:
 - Funding for the GVI Program and operational support for the S.A.V.E. Program
 - \$350,000 for other community programs aimed at reducing violence.



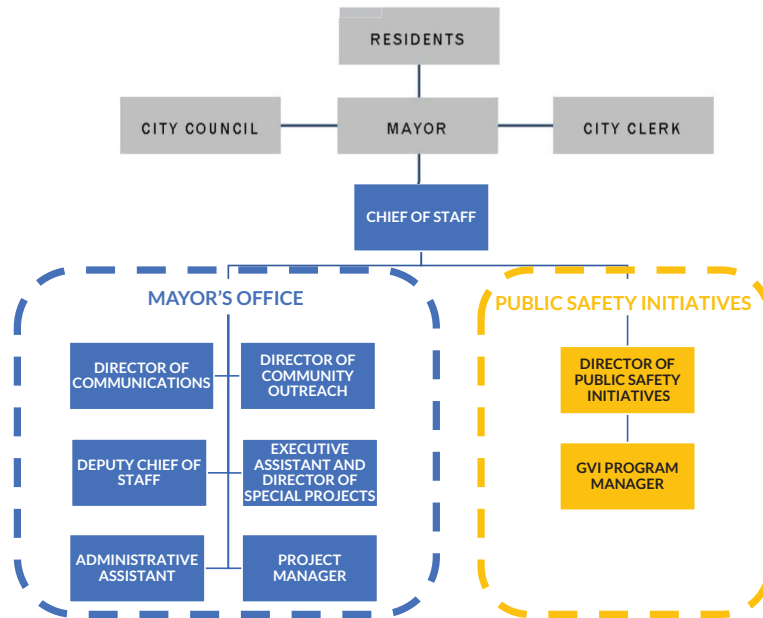
Organization Chart

CURRENT:



Organization Chart

PROPOSED:





2020 Budget Overview: Public Safety Initiatives

	2017 Actual	2018 Actual	2019 Budget (Original)	2020 Proposed Budget	Year Over Year Variance (\$)
Expenditures					
Salaries & Wages	-	-	-	148,500	148,500
Fringe Benefits	-	-	-	51,988	51,988
Professional Services	-	-	-	153,000	153,000
Repairs & Maintenance	-	-	-	-	-
Supplies	-	-	-	-	-
Debt Service	-	-	-	-	-
Other Expenses	-	-	-	350,000	350,000
Transfers Out	-	-	-	-	-
Other Interfund Allocations	-	-	-	-	-
Operating Expenditures	-	-	-	703,488	703,488



Questions?

Fund 101 - General Fund Mayor's Office (0101)

Expenditures by Type	2017 Actual	2018 Actual	2019 Amended Budget	06/30/19 Actual	2020 Proposed Budget	Forecast				Budget Variance 2019-2020	%
						2021	2022	2023	2024		
Personnel											
Salaries & Wages	461,050	489,548	543,029	284,785	572,098	583,155	594,441	605,950	617,790	29,069	5%
Health Insurance	96,523	95,532	80,448	34,332	92,883	98,483	104,083	110,483	116,883	12,435	15%
Fringe Benefits	101,247	106,772	119,617	59,943	122,925	125,162	127,448	129,780	132,182	3,308	3%
Total Personnel	658,820	691,853	743,094	379,060	787,906	806,800	825,972	846,213	866,855	44,812	6%
Supplies	1,385	830	864	698	800	800	800	800	800	(64)	-7%
Services & Charges											
Professional Services	-	-	-	-	7,000	7,000	7,000	7,000	7,000	7,000	-
Printing & Advertising	24,868	22,895	20,925	9,606	40,000	40,000	40,000	40,000	40,000	19,075	91%
Education & Training	2,816	4,225	1,800	105	1,800	1,800	1,800	1,800	1,800	-	0%
Travel	2,100	3,691	3,049	2,403	5,000	5,000	5,000	5,000	5,000	1,951	64%
Repairs & Maintenance	2,250	834	1,200	200	100	100	100	100	100	(1,100)	-92%
Other Interfund Allocation	129,228	142,046	120,197	60,095	94,253	110,463	112,511	115,039	116,959	(25,944)	-22%
Debt Service											
Principal	1,075	3,608	-	-	-	-	-	-	-	-	-
Interest & Fees	246	536	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	2,917	796	3,550	148	600	600	600	600	600	(2,950)	-83%
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Total Services & Charges	165,500	178,631	150,721	72,557	148,753	164,963	167,011	169,539	171,459	(1,968)	-1%
Capital	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	825,705	871,313	894,679	452,314	937,459	972,563	993,783	1,016,552	1,039,114	42,780	5%
Revenue											
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	110	3,053	100	-	20	20	20	20	20	(80)	-80%
Total Revenue	110	3,053	100	-	20	20	20	20	20	(80)	-80%

Department Purpose:

Leading the community to become a model city through formulating policy, directing operations, and responding to customer concerns. The Mayor is the elected chief executive officer of the city.

Fund 101 - General Fund Public Safety Initiatives (0105)

Expenditures by Type	2017	2018	2019	2020 Proposed Budget	Forecast				Budget	% Change	
	Actual	Actual	Amended Budget		06/30/19 Actual	2021	2022	2023	2024		Variance 2019-2020
	Personnel										
Salaries & Wages	-	-	-	148,500	151,470	154,499	157,589	160,741	148,500	-	
Health Insurance	-	-	-	23,221	24,621	26,021	27,621	29,221	23,221	-	
Fringe Benefits	-	-	-	28,767	29,367	29,981	30,608	31,248	28,767	-	
Total Personnel	-	-	-	200,488	205,458	210,501	215,818	221,210	200,488	-	
Supplies	-	-	-	-	-	-	-	-	-	-	
Services & Charges											
Professional Services	-	-	-	153,000	153,000	153,000	153,000	153,000	153,000	-	
Education & Training	-	-	-	-	-	-	-	-	-	-	
Travel	-	-	-	-	-	-	-	-	-	-	
Grants & Subsidies	-	-	-	350,000	350,000	350,000	350,000	350,000	350,000	-	
Other Services & Charges	-	-	-	-	-	-	-	-	-	-	
Total Services & Charges	-	-	-	503,000	503,000	503,000	503,000	503,000	503,000	-	
Capital	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	-	-	-	703,488	708,458	713,501	718,818	724,210	703,488	-	

2020 Proposed Staffing Summary

City of South Bend

Fund	Department	Position	Status	FTE	2019 Salary Cap	Proposed % Increase	2020 Salary Cap
101-0101	Mayor's Office	Mayor	NB	1	\$ 110,886	2.0%	\$ 113,104
101-0101	Mayor's Office	Chief of Staff to Mayor	NB	1	\$ 78,858	24.9%	\$ 98,500
101-0101	Mayor's Office	Deputy Chief of Staff to Mayor	NB	1	\$ 74,914	2.0%	\$ 76,412
101-0101	Mayor's Office	Director of Communications	NB	1	\$ 67,018	2.0%	\$ 68,358
101-0101	Mayor's Office	Director of Community Outreach	NB	1	\$ 65,704	2.0%	\$ 67,018
101-0101	Mayor's Office	Exec Asst. & Dir of Special Projects	NB	1	\$ 55,251	2.0%	\$ 56,356
101-0101	Mayor's Office	Administrative Assistant II	NB	1	\$ 42,558	2.0%	\$ 43,409
101-0101	Mayor's Office	Project Manager	NB	1	\$ 40,058	2.0%	\$ 40,859
		Total FTEs - Mayor's Office		8			
101-0105	Public Safety Initiatives	Director of Public Safety Initiatives	NB	1		100.0%	\$ 98,500
101-0105	Public Safety Initiatives	GVI Program Manager	NB	1		100.0%	\$ 50,000
		Total FTEs - Public Safety Initiatives		2			

2020 Proposed Budget - Line-Level Detail

City of South Bend

ACCOUNT	DESCRIPTION	DEPARTMENT	CATEGORY NAME	2017 ACTUAL	2018 ACTUAL	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	6/30/2019 ACTUAL	2020 PROPOSED BUDGET	2021 FORECAST	2022 FORECAST	2023 FORECAST	2024 FORECAST
101-0101-413.10-01	SALARIED WAGES	Mayor's Office	Salaries & Wages	448,514	469,673	524,029	520,029	230,483	553,098	596,730	608,668	620,841	633,256
101-0101-413.10-03	SEASONAL & INTERNS	Mayor's Office	Salaries & Wages	-	13,181	19,000	19,000	6,400	19,000	19,000	19,000	19,000	19,000
101-0101-413.10-04	EXTRA AND OVERTIME	Mayor's Office	Salaries & Wages	-	15	-	-	-	-	-	-	-	-
101-0101-413.10-09	PERMANENT PART-TIME	Mayor's Office	Salaries & Wages	7,536	6,679	-	-	-	-	-	-	-	-
101-0101-413.10-10	HIRING BONUS	Mayor's Office	Salaries & Wages	5,000	-	-	4,000	4,000	-	-	-	-	-
101-0101-413.11-01	FICA - REGULAR	Mayor's Office	Fringe Benefits	35,728	37,546	42,643	42,643	18,396	44,683	48,022	48,934	49,865	50,816
101-0101-413.11-04	PERF - REGULAR	Mayor's Office	Fringe Benefits	50,723	53,912	60,304	60,304	26,590	63,291	68,177	69,514	70,877	72,269
101-0101-413.11-07	UNEMPLOYMENT COMP	Mayor's Office	Fringe Benefits	-	-	-	-	-	55	180	305	435	569
101-0101-413.11-08	HEALTH INSURANCE	Mayor's Office	Fringe Benefits	96,523	95,532	80,448	80,448	28,328	92,883	135,994	140,494	149,494	158,494
101-0101-413.11-09	LIFE INSURANCE	Mayor's Office	Fringe Benefits	795	840	960	960	380	960	1,080	1,080	1,080	1,080
101-0101-413.11-12	AUTO ALLOWANCE	Mayor's Office	Fringe Benefits	14,000	13,200	14,400	14,400	5,650	12,000	12,000	12,000	12,000	12,000
101-0101-413.11-29	PARENTAL LEAVE	Mayor's Office	Fringe Benefits	-	1,275	1,310	1,310	492	1,936	2,687	2,740	2,793	2,850
101-0101-413.21-02	PRINT SHOP	Mayor's Office	Supplies	243	100	-	-	-	100	100	100	100	100
101-0101-413.21-04	OFFICE SUPPLIES	Mayor's Office	Supplies	1,142	730	700	864	698	700	700	700	700	700
101-0101-413.31-06	OTHER PROFESSIONAL SVCS	Mayor's Office	Professional Services	-	-	-	-	-	7,000	7,000	7,000	7,000	7,000
101-0101-413.31-71	CENTRAL STORES ALLOCATION	Mayor's Office	Other Interfund Allocations	168	264	468	468	195	-	-	-	-	-
101-0101-413.31-73	PRINT SHOP ALLOCATION	Mayor's Office	Other Interfund Allocations	9,252	2,028	1,890	1,890	784	828	752	738	753	769
101-0101-413.31-76	IT ALLOCATION	Mayor's Office	Other Interfund Allocations	118,152	138,276	116,155	116,155	48,395	91,849	118,280	117,175	117,425	117,857
101-0101-413.31-78	LIABILITY INSURANCE ALLOC	Mayor's Office	Other Interfund Allocations	-	-	1,684	1,684	704	1,576	1,769	1,804	1,840	1,877
101-0101-413.32-02	POSTAGE	Mayor's Office	Other Services & Charges	117	509	300	550	142	300	300	300	300	300
101-0101-413.32-03	TRAVEL	Mayor's Office	Travel	-	-	2,190	3,049	1,996	5,000	5,000	5,000	5,000	5,000
101-0101-413.32-22	TRAVEL - AIRFARE	Mayor's Office	Travel	179	1,838	-	-	-	-	-	-	-	-
101-0101-413.32-23	TRAVEL - HOTEL	Mayor's Office	Travel	738	1,400	-	-	-	-	-	-	-	-
101-0101-413.32-24	TRAVEL - MEALS	Mayor's Office	Travel	695	252	-	-	-	-	-	-	-	-
101-0101-413.32-25	TRAVEL - OTHER	Mayor's Office	Travel	487	202	-	-	-	-	-	-	-	-
101-0101-413.33-03	PROMOTIONAL	Mayor's Office	Printing & Advertising	24,868	22,895	20,925	20,925	8,815	40,000	40,000	40,000	40,000	40,000
101-0101-413.34-02	LIABILITY INSURANCE	Mayor's Office	Other Interfund Allocations	1,656	1,478	-	-	-	-	-	-	-	-
101-0101-413.36-01	BUILDING R&M	Mayor's Office	Repairs & Maintenance	-	45	-	200	200	100	100	100	100	100
101-0101-413.36-02	OFFICE EQUIP R&M	Mayor's Office	Repairs & Maintenance	2,250	789	1,000	1,000	-	-	-	-	-	-
101-0101-413.36-04	COMPUTER EQUIP R&M	Mayor's Office	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-
101-0101-413.37-11	CAPITAL LEASE PRINCIPAL	Mayor's Office	Debt Service	1,075	3,608	-	-	-	-	-	-	-	-
101-0101-413.37-12	CAPITAL LEASE INTEREST	Mayor's Office	Debt Service	246	536	-	-	-	-	-	-	-	-
101-0101-413.38-01	PRINCIPAL	Mayor's Office	Debt Service	-	-	1,165	-	-	-	-	-	-	-
101-0101-413.38-02	INTEREST	Mayor's Office	Debt Service	-	-	144	-	-	-	-	-	-	-
101-0101-413.39-10	SUBSCRIPTIONS	Mayor's Office	Other Services & Charges	-	187	200	200	-	200	200	200	200	200
101-0101-413.39-11	DUES & MEMBERSHIPS	Mayor's Office	Other Services & Charges	2,800	100	2,800	2,800	-	100	100	100	100	100
101-0101-413.39-70	EDUCATION & TRAINING	Mayor's Office	Education & Training	2,816	4,225	1,800	1,800	105	1,800	1,800	1,800	1,800	1,800
101-0101-413.39-89	MISC CHARGES & SVCS	Mayor's Office	Other Services & Charges	-	-	-	-	-	-	-	-	-	-
101-0105-413.10-01	SALARIED WAGES	Public Safety Initiatives	Salaries & Wages	-	-	-	-	-	148,500	151,470	154,499	157,589	160,741
101-0105-413.10-03	SEASONAL & INTERNS	Public Safety Initiatives	Salaries & Wages	-	-	-	-	-	-	-	-	-	-
101-0105-413.10-09	PERMANENT PART-TIME	Public Safety Initiatives	Salaries & Wages	-	-	-	-	-	-	-	-	-	-
101-0105-413.10-10	HIRING BONUS	Public Safety Initiatives	Salaries & Wages	-	-	-	-	-	-	-	-	-	-
101-0105-413.11-01	FICA - REGULAR	Public Safety Initiatives	Fringe Benefits	-	-	-	-	-	11,360	11,587	11,819	12,056	12,297
101-0105-413.11-04	PERF - REGULAR	Public Safety Initiatives	Fringe Benefits	-	-	-	-	-	16,632	16,965	17,304	17,650	18,003
101-0105-413.11-07	UNEMPLOYMENT COMP	Public Safety Initiatives	Fringe Benefits	-	-	-	-	-	15	45	77	110	145
101-0105-413.11-08	HEALTH INSURANCE	Public Safety Initiatives	Fringe Benefits	-	-	-	-	-	23,221	24,621	26,021	27,621	29,221
101-0105-413.11-09	LIFE INSURANCE	Public Safety Initiatives	Fringe Benefits	-	-	-	-	-	240	240	240	240	240
101-0105-413.11-29	PARENTAL LEAVE	Public Safety Initiatives	Fringe Benefits	-	-	-	-	-	520	530	541	552	563
101-0105-413.21-04	OFFICE SUPPLIES	Public Safety Initiatives	Supplies	-	-	-	-	-	-	-	-	-	-
101-0105-413.31-06	OTHER PROFESSIONAL SVCS	Public Safety Initiatives	Professional Services	-	-	-	-	-	153,000	-	-	-	-
101-0105-413.32-02	POSTAGE	Public Safety Initiatives	Other Services & Charges	-	-	-	-	-	-	-	-	-	-
101-0105-413.32-03	TRAVEL	Public Safety Initiatives	Travel	-	-	-	-	-	-	-	-	-	-
101-0105-413.39-11	DUES & MEMBERSHIPS	Public Safety Initiatives	Other Services & Charges	-	-	-	-	-	-	-	-	-	-

2020 Proposed Budget - Line-Level Detail

City of South Bend

ACCOUNT	DESCRIPTION	DEPARTMENT	CATEGORY NAME	2017 ACTUAL	2018 ACTUAL	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	6/30/2019 ACTUAL	2020 PROPOSED BUDGET	2021 FORECAST	2022 FORECAST	2023 FORECAST	2024 FORECAST
101-0105-413.39-30	GRANTS AND SUBSIDIES	Public Safety Initiatives	Grants & Subsidies	-	-	-	-	-	350,000				
101-0105-413.39-70	EDUCATION & TRAINING	Public Safety Initiatives	Education & Training	-	-	-	-	-	-				
101-0105-413.39-89	MISC CHARGES & SVCS	Public Safety Initiatives	Other Services & Charges	-	-	-	-	-	-				