## CITY ORDINANCE NO. CO-077-2023

AN ORDINANCE OF THE LAFAYETTE CITY COUNCIL AMENDING THE FY 22/23 OPERATING BUDGET OF THE LAFAYETTE CITY-PARISH CONSOLIDATED GOVERNMENT TO ADJUST AMOUNTS FOR ADMINISTRATIVE AND GENERAL COSTS TO ACTUAL

BE IT ORDAINED by the Lafayette City Council, that:

WHEREAS, the Full Cost Allocation Plan for the administrative and general costs prepared by MGT of America Consulting, LLC was received on April 21, 2023; and

WHEREAS, amounts were estimated for budget purposes with such estimates budgeted as transfers to reimburse the City and Parish General Funds; and

WHEREAS, actual amounts from the Full Cost Allocation Plan are now available and it is necessary to adjust departmental estimates to actual administrative and general costs so that transfers can be executed.

NOW, THEREFORE, BE IT FURTHER ORDAINED by the Lafayette City Council, that:

**SECTION 1:** All of the aforedescribed "Whereas" clauses are adopted as part of this ordinance.

**SECTION 2:** The FY 22/23 operating budget of the Lafayette City-Parish Consolidated Government is hereby amended to adjust administrative and general costs to actual in accordance with the attached budgetary revision form.

**SECTION 3:** This adjustment shall be as reflected in any pertinent documents which are attached hereto and made a part hereof and filed in the Office of the Lafayette Clerk of the Council.

**SECTION 4:** All ordinances or resolutions, or parts thereof, in conflict herewith are hereby repealed.

SECTION 5: This ordinance shall become effective upon signature of the Lafayette Mayor-President, the elapse of ten (10) days after receipt by the Lafayette Mayor-President without signature or veto, or upon an override of a veto, whichever occurs first.

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Supplementation and adjustment context.  Supplementation and suppl					AUTHORI	AUTHORIZATION FOR BUDGETARY REVISIONS	SNC					, 2
ACCOUNT ACCOUNT ACCOUNT DESCRIPTION ACTIVITY ACTIVITY DESCRIPTION ACCOUNT ACCO	iscal Year: Ordinance #:	2023		Budget Adjustment Codes: Supplemental-Fund Balance	Fund:   000	VARIOUS FUNDS	Justification: City Council Bu to actual	ıdget Revision/Ordi	nance to adjust FY2	2/23 Operating Bud	get for Administrativ	re & General costs
SEE ATTACHED  SE	ACCOUNTING		SUB	ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY DESCRIPTION	ACCOUNT	ADJUSTMENT	CURRENT GL		CURRENT AC	
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	DIVISION HEAD		DATE		- 1		OFFICER	1	1	AYOR-PRESIDENT		DATE

Updated 10/28/21

# MULTIPLE-PAGE BUDGETARY REVISION

	5027010	5020999	FUND 502		4010170	4010999	FUND 401		2595224	2591100	FUND 259		2035940	2030999	FUND 203		1010170	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	1010999	FUND 101	UNIT
	51000	49990			51000	49990			51000	77000			51000	48500	(8)		74000	49990	49304	49302	43150	43150	43150	43150	43150	43150	43150	43150	43150	43150	43150	43150		ACCOUNT
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TOTAL FUND 502	ADMINISTRATIVE COST	NET LOSS-USE OF FUND BALANCE		TOTAL FUND 401	ADMINISTRATIVE COST	NET LOSS-USE OF FUND BALANCE		TOTAL FUND 259	ADMINISTRATIVE COST	NET INCOME-INCREASE IN FD BAL		TOTAL FUND 203	ADMINISTRATIVE COST	CONTR FROM CITY GENERAL FUND		TOTAL FUND 101	INT APP-TRANSIT	NET LOSS-USE OF FUND BALANCE	LPPA CONTR ON EXPENSES	UTILITY SYSCONTR ON EXPENSES	ADMIN FEES-ENVIRON SRVS FD	ADMIN FEES-CIP FUND	ADMIN FEES-BOND FUNDS	ADMIN FEES-BUCHANAN GARAGE FD	ADMIN FEES-PRSHWD FIRE PROT FD	ADMIN FEES-MOSQUITO ABATEMENT	ADMIN FEES-PUBLIC HEALTH UNIT	ADMIN FEES-JUVENILE DETENTION	ADMIN FEES-COURTHOUSE COMPLEX	ADMIN FEES-LIBRARY FUND	ADMIN FEES-CITY ST/RD/ALLEY FD	ADMIN FEES-TRANSIT FUND		ACCOUNT DESCRIPTION
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0.00	147,615.00	-147,615.00		0.00	-66,293.00	66,293.00		0.00	-134,403.00	134,403.00		0.00	5,256.00	-5,256.00		0.00	5,256.00	-145,808.00	-791.00	-130,728.00	-2,160.00	58,709.00	33,759.00	76,328.00	4,229.00	3,757.00	-1,079.00	-22,784.00	19,849.00	-3,850.00	119,027.00	-5,256.00		AMOUNT
	3,400,000.00	-67,976,013.83			647,149.00	-73,657,217.45			182,012.00	0.00			408,000.00	-1,499,441.00			1,499,441.00	-14,817,510.47	-90,824.00	-3,086,040.00	-396,749.00	-216,972.00	-240,000.00	-87,625.00	-8,856.00	-12,398.00	-57,564.00				-161,190.00	408,000.00		BUDGET
	3,547,615.00	-68,123,628.83			580,856.00	-73,590,924.45			47,609,00	134,403.00			413,256.00	-1,504,697.00			1,504,697.00	-14,963,318.47	-91,615.00	-3,216,768.00	-398,909.00	-158,263.00	-206,241.00	-11,297.00	-13,085.00	-8,641.00	-58,643.00			-383,283.00		413,256.00		BUDGET
																																		BUDGET
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Total Adjustments

\$0.00

Note: Revenue is a credit account therefore an increase is a credit (minus) and a decrease is a debit (plus). Expense is a debit account therefore an increase is a debit (plus) and a decrease is a credit (minus).

Lafayette Consolidated Government
Full Cost Allocation Plan
Based on FY 2023 Budgeted Expenditures
Summary Schedule
Department

				tment	Chichard
		SOFFICE	DIRECTOR	7000 UT-	
	PORT	ATION/SUP	" ADMINISTR	7001 UT-SS	
	ENT	DEVELOPM	EMPLOYEE	7001 UT-SS- 7005 UT- 70	
		SERVICES (	METER	7006 UT-SS- 7007 UT-SS-	
	TION	CONSERVA	UTILITY	7007 UT-SS-	
	CCOUNTS	GENERAL	עזונודץ-	7010 UT-	
CE	COMPLIAN	ENTAL	ENVIRONM	7015 UT-	
	Q	PRODUCTI	POWER	7020 UT-	
	4	ATION/MGM	ADMINISTR	7030 UT-EO-	
	BTN	SION/DISTR	TRANSMIS	7032 UT-EO-	
		CONTROL	ENERGY	7033 UT-EO-	
	ICATION	N/COMMUN	SUBSTATIO	7030 UT-EO- 7032 UT-EO- 7033 UT-EO- 7034 UT-EO-	
	ENT	MANAGEM	FACILITIES	7035 UT-EO-	
	ON/ADMIN	PRODUCTI	WTR-	7040 UT-	
	Q N	DISTRIBUTI	WTR-	7045 UT-	
RATION	T/ADMINIST	TREATMEN	WW-	7060 UT-	
	z	COLLECTIO	-ww	7065 UT-	
			ENG-CIVIL	7080 UT-	
	,	ADI		70	

		0	0	0	0	0	0	0	0	0	0	0	0	0	0	37,660	137 2999041 CP-DO-Director's Office
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	78,578	136 2999010 CP-Development
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22,204	135 2995901 CP-Planning
		1,471	346	88	271	354	725	390	843	497	4,976	0	307	169	205	301	41 1012163 EO-CAO-Communications/311
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30 7011 UT-CUSTOMER SERVICE
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29 5134 PW-CIP-Proj Control
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28 5133 PW-CIP-Estimates/Admin
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27 5132 PW-CIP-Right of Way
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26 5131 PW-CIP-Engineer/Design/Develop
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25 5130 PW-CIP-Projects
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24 1051102 EO-Council Office - Parish
		5,945	10,512	7,656	3,237	4,844	12,709	466	26,060	5,350	10,472	417	4,018	1,672	1,942	3,808	23 1011101 EO-Council Office - City
		9,266	16,486	4,503	4,976	11,303	27,757	748	64,738	5,217	24,814	291	4,436	652	2,019	3,942	22 1011100 EO-Council Office - Admin
		0	0	0	18	0	0	0	0	0	0	0	0	0	0	0	21 551 CNG Service Station
		25,537	6,720	1,961	3,118	3,271	42,114	82	3,024	1,165	0	103	14,337	0	412	0	20 702516X PW-Vehicle Maintenance
		1,088	51	15	73	116	102	29	567	404	5,292	0	145	44	116	218	19 1011218 EO-CAO-Mailroom
		22,470	18,164	7,900	6,891	17,186	30,627	2,013	41,990	10,767	11,258	1,259	9,665	1,751	5,031	3,321	18 1011200 EO-Mayor-President's Office
		7,861	5,301	2,714	2,262	5,536	8,738	819	8,807	3,771	1,558	557	3,383	698	1,858	945	17 1011210 EO-CAO-Administration
		19,662	11,432	5,487	4,115	12,803	21,034	915	16,004	8,231	0	457	7,773	915	3,658	915	16 1019100 OTH- Municipal Civil Service
		30,445	47,485	54,278	15,054	13,753	37,986	2,164	49,523	33,440	21,494	2,873	24,115	12,680	11,969	21,886	15 1010120 FM-Accounting
30,266		35,174	20,450	9,816	7,362	22,904	37,628	1,636	28,630	14,724	0	818	13,906	1,636	6,544	1,636	14 1011400 LD-Legal Department
		8,843	6,044	1,618	1,513	4,650	7,813	6,920	48,969	2,753	0	144	2,371	285	1,277	1,970	13 1012180 FM-Risk Management
		50,112	29,135	13,985	10,489	32,631	53,608	2,331	40,789	20,977	0	1,165	19,812	2,331	9,323	2,331	12 1012910 IT-Innovation Services
		5,854	31,223	4,050	2,284	3,688	9,650	839	6,835	2,254	364	200	1,548	510	447	344,048	11 1010150 FM-Purchasing/Property Mgmt
		10,702	18,327	21,005	6,602	5,337	13,375	1,690	20,406	13,106	10,127	1,816	9,255	5,360	5,133	9,151	10 1010100 FM-Chief Financial Officer
		3,046	4,207	3,192	3,337	3,482	3,046	2,321	8,414	3,482	5,077	1,886	2,466	1,741	2,466	2,611	9 1010140 FM-Budget Management
		21,212	12,332	5,920	4,440	13,812	22,692	987	17,265	8,879	0	493	8,386	987	3,946	987	8 1012161 EO-CAO-Human Resources
		0	0	0	0	0	0	0	7,198	3,702	0	0	3,496	411	0	0	7 1012110 IT-Records Management
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6 1015143 PW-FM-City Hall Maintenance
		0	0	5,117	0	0	0	0	0	0	0	0	0	0	0	9,210	5 1015142 PW-FM-Building Maintenance
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4 1015141 PW-FM-Administration
		3,630	2,594	938	1,480	4,453	7,764	397	5,206	2,250	0	101	1,533	196	1,138	738	3 1010170-1 FM-General Accounts
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2 Equipment Depreciation
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	1 Building Depreciation

Lafayette Consolidated Government
Full Cost Allocation Plan
Based on FY 2023 Budgeted Expenditures
Summary Schedule
Department

mmary Schedule												
Department	7082 UT- 71 ENG- POWER S' MARKETIN EN G	7083 UT- ENG- SYSTEM ENGINEERI C	7084 UT- ENG-ELEC SYS CONSTRUC TION	7085 UT- ENG- ENVIROME NTAL COMPLIAN CE	7085 UT. 7086 UT. ENG. ENG- ENVIROME NETWORK NTAL ENGINEERI COMPLIAN NG CE	7090 UT TELECOMM	7099 UT- CAPITAL APPROPRI ATIONS	GF CREDIT TO LUS	259 CITY STREET, ROAD & ALLEY FUND	401 SALES TAX CAP IMPROV- CITY	441 CITY COMBINED BOND FUND	520 LPPA FUND
Building Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0	0	0
3 1010170-1 FM-General Accounts	1,584	0	1,605	605	4,681	0	0	0	0	7,409	0	0
4 1015141 PW-FM-Administration	0	0	0	0	0	0	0	0	0	0	0	0
5 1015142 PW-FM-Building Maintenance	nce 0	0	0	0	0	0	0	0	0	0	0	0
6 1015143 PW-FM-City Hall Maintenance	nce 0	0	0	0	0	0	0	0	0	0	0	0
7 1012110 IT-Records Management	0	0	0	0	0	0	0	0	0	823	0	0
8 1012161 EO-CAO-Human Resources	es 4,440	0	4,440	1,973	15,292	0	0	0	0	1,965	0	0
9 1010140 FM-Budget Management	2,321	0	2,611	2,756	3,482	0	580	0	2,458	18,548	0	1,341
10 1010100 FM-Chief Financial Officer	1,382	0	2,815	1,973	6,419	0	29,084	0	669	22,984	1,992	1,046
11 1010150 FM-Purchasing/Property Mgmt	gmt 302	15	1,538	179	4,897	600	615	0	0	8,692	958	328
12 1012910 IT-Innovation Services	10,489	0	10,489	4,662	36,127	0	0	0	0	4,662	0	0
13 1012180 FM-Risk Management	1,554	0	1,562	652	5,052	0	569	0	0	1,013	0	0
14 1011400 LD-Legal Department	7,362	0	7,362	3,272	25,358	0	0	0	0	3,272	0	0
15 1010120 FM-Accounting	2,169	0	5,694	2,672	17,018	0	77,502	0	0	59,280	6,532	2,234
16 1019100 OTH- Municipal Civil Service	ce 4,115	0	4,115	1,829	14,175	0	0	0	0	1,829	0	0
17 1011210 EO-CAO-Administration	2,006	0	2,094	1,257	6,068	0	119	0	444	3,360	0	178
18 1011200 EO-Mayor-President's Office	ce 5,645	0	6,265	3,387	19,159	0	226	0	2,711	10,598	0	339
19 1011218 EO-CAO-Mailroom	51	0	73	29	30	0	0	0	0	53	0	0
20 702516X PW-Vehicle Maintenance	977	0	305	358	1,297	0	0	0	35,742	226	0	0
21 551 CNG Service Station	0	0	0	0	0	0	0	0	0	0	0	0
22 1011100 EO-Council Office - Admin	2,704	0	4,059	1,752	13,256	0	0	0	5,586	21,861	1,167	399
23 1011101 EO-Council Office - City	995	0	1,843	819	5,811	0	9,113	0	0	4,361	81	28
24 1051102 EO-Council Office - Parish	0	0	0		0	0	0	0	0	7,720	0	0
25 5130 PW-CIP-Projects	0	0	0	0	0	0	0	0	0	35,225	18,051	0
26 5131 PW-CIP-Engineer/Design/Develop	elop 0	0	0	0	0	0	0	0	0	132,544	67,924	0
27 5132 PW-CIP-Right of Way	0	0	0	0	0	0	0	0	0	61,272	31,400	0
28 5133 PW-CIP-Estimates/Admin	0	0	0	0	0	0	. 0	0	0	37,006	18,964	0
29 5134 PW-CIP-Proj Control	0	0	0	0	0	0	0	0	0	115,462	59,171	0
30 7011 UT-CUSTOMER SERVICE	0	0	0	0		0	0	(515,131)	0	0	0	0
41 1012163 EO-CAO-Communications/311	/311 176	0	313	102	423	0	0	0	0	50	0	0
35 2995901 CP-Planning	0	0	0	0	0	0	0	0	0	0	0	0
36 2999010 CP-Development	0	0	0	0	0	0	0	0	0	0	0	0
37 2999041 CP-DO-Director's Office	0	0	0	0	0	0	0	0	0	0	0	0
			l									

Total Current Allocations

\$48,271

\$15 \$57,182 \$28,278 \$178,548 \$600 \$117,809 \$(515,131) \$47,609 \$560,215 \$206,241 \$5,883

Lafayette Consolidated Government 2 CFR Part 200 Cost Allocation Plan Based on FY 2022 Actual Expenditures Summary Schedule

Department

203 MUNICIPAL TRANSIT SYSTEM

\$415,960	Total Current Allocations
=======================================	41 1012163 EO-CAO-Communications/311
0	23 1011101 EO-Council Office - City
1,823	22 1011100 EO-Council Office - Admin
71,532	21 551 CNG Service Station
81,141	20 702516X PW-Vehicle Maintenance
128	19 1011218 EO-CAO-Mailroom
14,862	18 1011200 EO-Mayor-President's Office
5,762	17 1011210 EO-CAO-Administration
9,639	16 1019100 OTH- Municipal Civil Service
17,325	15 1010120 FM-Accounting
24,654	14 1011400 LD-Legal Department
2,573	13 1012180 FM-Risk Management
88,234	12 1012910 IT-Innovation Services
13,601	11 1010150 FM-Purchasing/Property Mgmt
9,729	10 1010100 FM-Chief Financial Officer
11,323	9 1010140 FM-Budget Management
12,780	8 1012161 EO-CAO-Human Resources
0	7 1012110 IT-Records Management
0	6 1015143 PW-FM-City Hall Maintenance
20,938	5 1015142 PW-FM-Building Maintenance
0	4 1015141 PW-FM-Administration
27,101	3 1010170-1 FM-General Accounts
0	2 Equipment Depreciation
\$2,704	1 Building Depreciation





MAY 2 2 2023

Latayette Consolidated Government Chief Administrativa Officer

## Internal Memorandum

Finance & Management Chief Financial Officer (0100)

TO:

Cydra Wingerter

**DATE:** May 15, 2023

FROM:

Lowell Duhon

SUBJECT:

City Council Agenda Item - Full Cost Allocation Plan for Administrative and

General Costs - FY 22/23

Attached is a budgetary revision for submission to the City Council that adjusts the budgeted amounts for the full cost allocation plan for administrative and general costs to actual. There are increases and decreases among the various departments resulting in an increase in funding needed of \$145,808 for the City General Fund and an increase in funding needed of \$147,615 for the Utilities System Fund.

If you approve, please submit this ordinance for introduction at the City Council meeting on Tuesday, June 6, 2023.

If I can provide further information or clarification, please advise.

Sincerely,

Lowell Duhon

Interim Chief Financial Officer

LD/lbg

Attachments

C:

Departmental Directors Kerney Simoneaux

Tammie Andrus

t: 337.291.8202 / Iduhon@lafayettela.gov / f: 337.291.8310

# LAFAYETTE CITY COUNCIL MEETING AGENDA ITEM SUBMITTAL FORM

1)	JUSTIFICATION FOR REQUEST: An ordinance of the Lafayette City Council
	amending the FY 22/23 operating budget of the Lafayette City-Parish Consolidated
	Government to adjust amounts for administrative and general costs to actual
2)	ACTION REQUESTED: Adoption of ordinance
- 60	COUNCIL DISTRICT(S) (CIP PROGRAM/PROJECTS ONLY): N/A
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4)	REQUESTED ACTION OF COUNCIL:
	A) INTRODUCTION: June 6, 2023
	B) FINAL ADOPTION: June 20, 2023
	b) That about total suite 20, 2025
5)	DOCUMENTATION INCLUDED WITH THIS REQUEST:
Ó	A) Memo (1 page)
	B) Ordinance (1 page)
	C) Budget Revision (2 pages)
	D) Summary schedule of full cost allocation plan (3 pages)
6)	FISCAL IMPACT:
	X Fiscal Impact (Explain)
	<ul> <li>City General Fund (101) increase in the use of Fund Balance by \$145,808</li> <li>City Street, Road &amp; Alley Fund (259) increase in Fund Balance by \$134,403</li> <li>Sales Tax Cap Improv-City (401) decrease in the use of Fund Balance by \$66,293</li> <li>Utilities System Fund (502) increase in the use of Fund Balance by \$147,615</li> </ul>
	No Fiscal Impact
	RECOMMENDED BY:
	LOWELL DUHON INTERIM CHIEF FINANCIAL OFFICER
	APPROVED FOR AGENDA:
	Cycha Wingerten Cycha wingerten Chief administrative officer