

ORDINANCE NO. JO-033-2024

A JOINT ORDINANCE OF THE LAFAYETTE CITY COUNCIL AND THE LAFAYETTE PARISH COUNCIL AMENDING THE FY 23/24 OPERATING BUDGET AND ADJUSTING MANNING TABLES OF THE LAFAYETTE CITY-PARISH CONSOLIDATED GOVERNMENT BY ADDING ONE (1) DIRECTOR AND ONE (1) EMERGENCY MANAGEMENT OFFICER, TO CREATE THE LAFAYETTE PARISH OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS WITHIN THE OFFICE OF THE MAYOR-PRESIDENT AND REPEALING CHAPTER 30 OF THE LAFAYETTE CITY-PARISH CONSOLIDATED GOVERNMENT CODE OF ORDINANCES

BE IT ORDAINED by the Lafayette City Council and the Lafayette Parish Council, that:

WHEREAS, the Lafayette City-Parish Consolidated Government, Code of Ordinances concerning Emergency Management, Chapter 30, which dates to no more recently than 1977 is outdated, and is not in compliance with current law, La. R.S. 29:721-39, Chapter 6, The Louisiana Homeland Security and Emergency Assistance and Disaster Act; and

WHEREAS, Lafayette City-Parish Consolidated Government, Code of Ordinances concerning Emergency Management, Chapter 30, should be repealed in its entirety; and

WHEREAS, La. R.S. 29:727 defines powers of the parish president and penalties for violations; and

WHEREAS, La. R.S. 29:727A states that each political subdivision within this state shall be within the jurisdiction of and served by the Governor's Office of Homeland Security and Emergency Preparedness for purposes of homeland security and emergency preparedness and by a parish homeland security and emergency preparedness agency responsible for emergency or disaster mitigation, preparedness, response, and recovery; and

WHEREAS, La. R.S. 29:727B states that each parish president is authorized and directed to establish an office of homeland security and emergency preparedness for the respective parish; and

WHEREAS, La. R.S. 29:727C states that each parish president shall maintain a homeland security and emergency preparedness agency which, except as otherwise provided under this Chapter, has jurisdiction over and serves the entire parish; and

WHEREAS, La. R.S. 29:728 defines the Parish homeland security and emergency preparedness agency; and

WHEREAS, La. R.S. 29:728A states that each parish office of homeland security and emergency preparedness thus created shall have a director who shall be appointed by the parish president of the parish establishing such organization and each director shall be commissioned by the director of the Governor's Office of Homeland Security and Emergency Preparedness, and,

further that the parish director thus appointed and commissioned shall serve at the pleasure of the parish president; and

WHEREAS, La. R.S. 29:728B further states that nothing in that statutory section shall be construed to prevent the parish president from serving as the director; and

WHEREAS, La. R.S. 29728C further states that the director of the parish office of homeland security and emergency preparedness shall have direct responsibility for the organization, administration, and operation of such local organization for homeland security and emergency preparedness subject to the direction and control of the parish president under the general direction and control of the governor and the Governor's Office of Homeland Security and Emergency Preparedness.

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

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

SECTION 2: Lafayette City-Parish Consolidated Government Code of Ordinances concerning Emergency Management, Chapter 30, is hereby repealed in its entirety.

SECTION 3: The FY 23/24 operating budget and manning tables of the Office of the Mayor-President of the Lafayette City-Parish Consolidated Government are hereby amended and adjusted by adding one (1) Director and one (1) Emergency Management Officer to create the Lafayette Parish Office of Homeland Security and Emergency Preparedness within the Office of the Mayor-President.

SECTION 4: The FY 23/24 operating budget of the Office of the Mayor-President of the Lafayette City-Parish Consolidated Government will fund these positions from the unexpended and unencumbered personnel salaries. The annual recurring cost of these new positions are \$186,133.88.

SECTION 5: 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 Clerk of the Council.

SECTION 6: All ordinances or resolutions, or parts thereof, in conflict herewith are hereby repealed.

SECTION 7: After first being adopted by a majority of the authorized membership of both the Lafayette Parish Council and the Lafayette City Council, this joint ordinance shall become effective upon signature of this joint ordinance by Lafayette Mayor-President, the elapse of ten (10)

days after receipt by the Lafayette Mayor-President without signature or veto, or upon override of a veto, whichever occurs first.

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AUTHORIZATION FOR BUDGETARY REVISIONS

Page _____ of _____

Fiscal Year: 2024

Budget Adjustment Codes:
101 GENERAL FUND - CITY

401 SALES TAX CAP IMPROV-CITY

Justification:

Amending the FY 2024 Operating budget and manning tables by adding (1) CHIEF Director and (1) Emergency Management Officer position to create the Office of Homeland Security and Emergency Preparedness Division within the Mayor-President's Office. There is sufficient unencumbered balance in the FY 2024 salary and benefits line items to cover the additional funds needed for the remainder of FY 2024. Annual recurring cost = \$188,133.88

Ordinance #: _____

ACCOUNTING UNIT	ACCOUNT	SUB ACCOUNT	ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY DESCRIPTION	ACCOUNT CATEGORY	ADJUSTMENT AMOUNT	GL		AC	
								CURRENT BUDGET	ADJUSTED BUDGET	CURRENT BUDGET	ADJUSTED BUDGET
1011200	50000		PERSONNEL SALARIES				(64,799.00)	775,567.00	710,768.00		
1011203	50000		PERSONNEL SALARIES				31,308.00	0.00	31,308.00		
1011203	50500		RETIREMENT/MEDICARE TAX				5,840.00	0.00	5,840.00		
1011203	50400		GROUP HEALTH INSURANCE				7,357.00	0.00	7,357.00		
1011203	50415		GROUP LIFE INSURANCE				272.00	0.00	272.00		
1011203	50430		WORKERS COMPENSATION INSURANCE				244.00	0.00	244.00		
1011203	70907		CONTRACTUAL SERVICES				10,000.00	0.00	10,000.00		
1011203	50920		EXPENSE ALLOWANCE				126.00	0.00	126.00		
1011203	70200		POSTAGE/SHIPPING CHARGES				50.00	0.00	50.00		
1011203	70300		PRINTING & BINDING				150.00	0.00	150.00		
1011203	70400		PUBLICATION & RECORDATION				50.00	0.00	50.00		
1011203	72700		SUPPLIES & MATERIALS				1,500.00	0.00	1,500.00		
1011203	70500		TELECOMMUNICATIONS				300.00	0.00	300.00		
1011203	50600		TRAINING OF PERSONNEL				500.00	0.00	500.00		
1011203	72600		TRANSPORTATION				522.00	0.00	522.00		
1011203	70800		TRAVEL & MEETINGS				100.00	0.00	100.00		
1011203	50925		VEHICLE SUBSIDY LEASES				1,500.00	0.00	1,500.00		
1010170	74000	401	INT APP-CIP FUND				5,000.00	0.00	5,000.00		
4010999	48500	101	CONTR FROM CITY GENERAL FUND				(6,000.00)	0.00	(6,000.00)		
4011203	89000		CAPITAL OUTLAY				5,000.00	0.00	5,000.00		5,000.00
							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).

Reserve Balances (Budget Use Only)

Operating Funds Reserve

Accum Use of P.Y. Fund Balance

Transfer No. _____

Balance After This Transfer _____

Capital Funds Reserve

Accum Use of P.Y. Fund Balance

Transfer No. _____

Balance After This Transfer _____

88 6/3/24
J.S.S.

[Signature] 6/3/24 DATE
DIVISION HEAD

[Signature] 6/3/24 DATE
DEPARTMENT HEAD

[Signature] 6/3/24 DATE
BUDGET MANAGEMENT OFFICER

[Signature] DATE
MAYOR-PRESIDENT


DIV	CLASS	QTY	EMPLOYEE NAME	POSITION TITLE	NEW RATE	OLD RATE	Difference		GROSS ANNUAL RECURRING COST(SAVINGS)					SALARIES NEEDED FOR REMAINING 8/14 PAYROLLS						
							Amount	Percent	SALARIES	RETIREMENT	GROUP HEALTH	LIFE	COMP	TOTAL	SALARIES	RETIREMENT	GROUP HEALTH	LIFE	COMP	TOTAL
1200	NEW	1	VACANT	OHSEP DIRECTOR	48,0769	0.0000	48,0769	-100.00%	100,000.00	12,950.00	11,005.80	372.00	540.00	188.24	189.06	39,987.94				
1200	NEW	1	VACANT	EMERGENCY MANAGEMENT OFFICER	21,1600	0.0000	21,1600	-100.00%	44,054.40	5,705.04	1,095.60	82.24	267.89	83.66	74.48	19,405.28				
		1		TOTAL	69,2369	0.0000	69,2369	-100.00%	144,054.40	18,655.04	2,201.40	654.24	777.89	271.91	243.54	59,393.22				
	LOG Annual Transfer to 911			Sal + RB Monthly Amt.	3 Months															
	5,083.33	Monthly Amount			31,215.95	Salary														
	18,250.00	Pro Rata Monthly Amount			13,915.92	Ret 6bn														
	54,730.00	Total Pro Rata Amount			46,533.47	Operating Cost														
					61,533.47															
	OHSEP Director		48,000	Hourly	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max				
			39.90	21.18	46.00	48.00	83,200.00	83,000.00	100,000.00	100,000.00										
	Emergency Management Officer		26.47	21.18	31.75	44,054.40	55,057.60	66,060.80												
	Annual Revenue		73,000.00	Amount																
	101017076530-0		73,000.00																	
	105017076530-0		145,000.00																	
	Annual GOHSEP EMPG		77,000.00																	
	Annual Revenue Available for Sal + Ben + Operating Costs		223,000.00																	
	Annual GOHSEP SHSP - first responder grant procured through LCG		109,000.00																	
	Total Annual Allocations to OHSEP		332,000.00																	
	Annual Grant Program Descriptions			Program Description																
	EMPG			Emergency Management Performance Grant: Provides state, local, tribal and territorial emergency management agencies with the resources required for implementation of the National Preparedness System and works toward the National Preparedness Goal of a secure and resilient nation. The EMPG's allowable costs support efforts to build and sustain core capabilities across the prevention, protection, mitigation, response and recovery mission areas. This is a 80% Federal share and 20% State share grant issued to each Parish belonging in FY 2023.																
	SHSP			State Homeland Security Program: Provides funds to build and sustain capabilities at the state, local, tribal, and territorial levels. The purpose of the SHSP is to enhance national resilience to recover from incidents, both natural and manmade, as well as to implement the goals and objectives included in the State Homeland Security Strategies and initiatives in the State Preparedness Report (SPR). Activities implemented under SHSP must support terrorism preparedness by building or enhancing capabilities that relate to prevention, protection, mitigation, response, and recovery.																




Internal Memorandum

Mayor-President's Office
Administration Division (1200)

TO: Rachel Godeaux **DATE:** June 3, 2024

THRU: Karen Fontenot 

THRU: Spencer Lormand 

FROM: Christina Dayries


SUBJECT: Joint Council Agenda Item – Adding one (1) Director and one (1) Emergency Management Officer, to create the Lafayette Parish Office of Homeland Security and Emergency Preparedness Division within the Office of the Mayor-President

Attached is an ordinance & budget revision amending the FY 23/24 operating budget and adjusting the manning tables of the Lafayette City-Parish Consolidated Government by adding a one (1) Director and one (1) Emergency Management Officer, to create the Lafayette Parish Office of Homeland Security and Emergency Preparedness Division within the Office of the Mayor-President.

If you approve, please place this on the Joint Council agenda to be introduced on Tuesday, June 18, 2024.

Please let me know if you should have any questions or need additional information.

Sincerely,



Christina Dayries
Chief of Staff

CD/ds

Attachments

RECEIVED

JUN 03 2024

Lafayette Consolidated Government
Chief Administrative Office

LAFAYETTE JOINT COUNCIL MEETING

AGENDA ITEM SUBMITTAL FORM

1) **JUSTIFICATION FOR REQUEST:** A joint ordinance of the Lafayette City Council and the Lafayette Parish Council amending the FY 23/24 Operating Budget and Manning Tables of the Lafayette City-Parish Consolidated Government by adding one (1) OHSEP Director and one (1) Emergency Management Officer to create the Lafayette Parish Office of Homeland Security and Emergency Preparedness Division within the Office of the Mayor-President

2) **ACTION REQUESTED:** Adoption of Ordinance

3) **COUNCIL DISTRICT(S) (CIP PROGRAM/PROJECTS ONLY):** N/A

4) **REQUESTED ACTION OF COUNCIL:**

A) INTRODUCTION: June 18, 2024

B) FINAL ADOPTION: July 2, 2024

5) **DOCUMENTATION INCLUDED WITH THIS REQUEST:**

A) Cover Memo (1 page)

B) Submittal Item Justification Form (1 page)

C) Ordinance (2 pages)

D) Budgetary Revision (1 page)

E) Salary Calculation (1 page)

6) **FISCAL IMPACT:**

 Fiscal Impact (Explain)

 X No Fiscal Impact

RECOMMENDED BY:


CHRISTINA DAYRIES
CHIEF OF STAFF

APPROVED FOR AGENDA:


RACHEL GODEAUX
CHIEF ADMINISTRATIVE OFFICER