

CITY RESOLUTION NO. CR-017-2024

A RESOLUTION OF THE LAFAYETTE CITY COUNCIL APPROVING THE FY 2025 BUDGET OF THE DOWNTOWN DEVELOPMENT AUTHORITY (“DDA”), THE GOVERNING AUTHORITY OF THE LAFAYETTE CENTRE DEVELOPMENT DISTRICT (“LCDD”)

BE IT RESOLVED by the Lafayette City Council, that:

WHEREAS, the Downtown Development Authority (“DDA”) has submitted an operating and programs budget to approve FY 2025, attached hereto and made a part of this resolution; and

WHEREAS, the State enabling legislation for the Lafayette Centre Development District (“LCDD”) requires that the Lafayette City Council formally approve said budget for it to become final and effective.

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

SECTION 1: All of the aforescribed “Whereas” clauses are adopted as part of this resolution.

SECTION 2: The Lafayette City Council, in accordance with State legislation, approves the FY 2025 DDA Operating and Programs Budget for the LCDD, said budget to be effective on January 1, 2025.

SECTION 3: All resolutions, or parts thereof, in conflict herewith are hereby repealed.

This resolution having been submitted to a vote, the vote on behalf of the Lafayette City Council thereon was as follows:

YEAS: Broussard, Naquin, Hebert, Hooke, Boudreaux

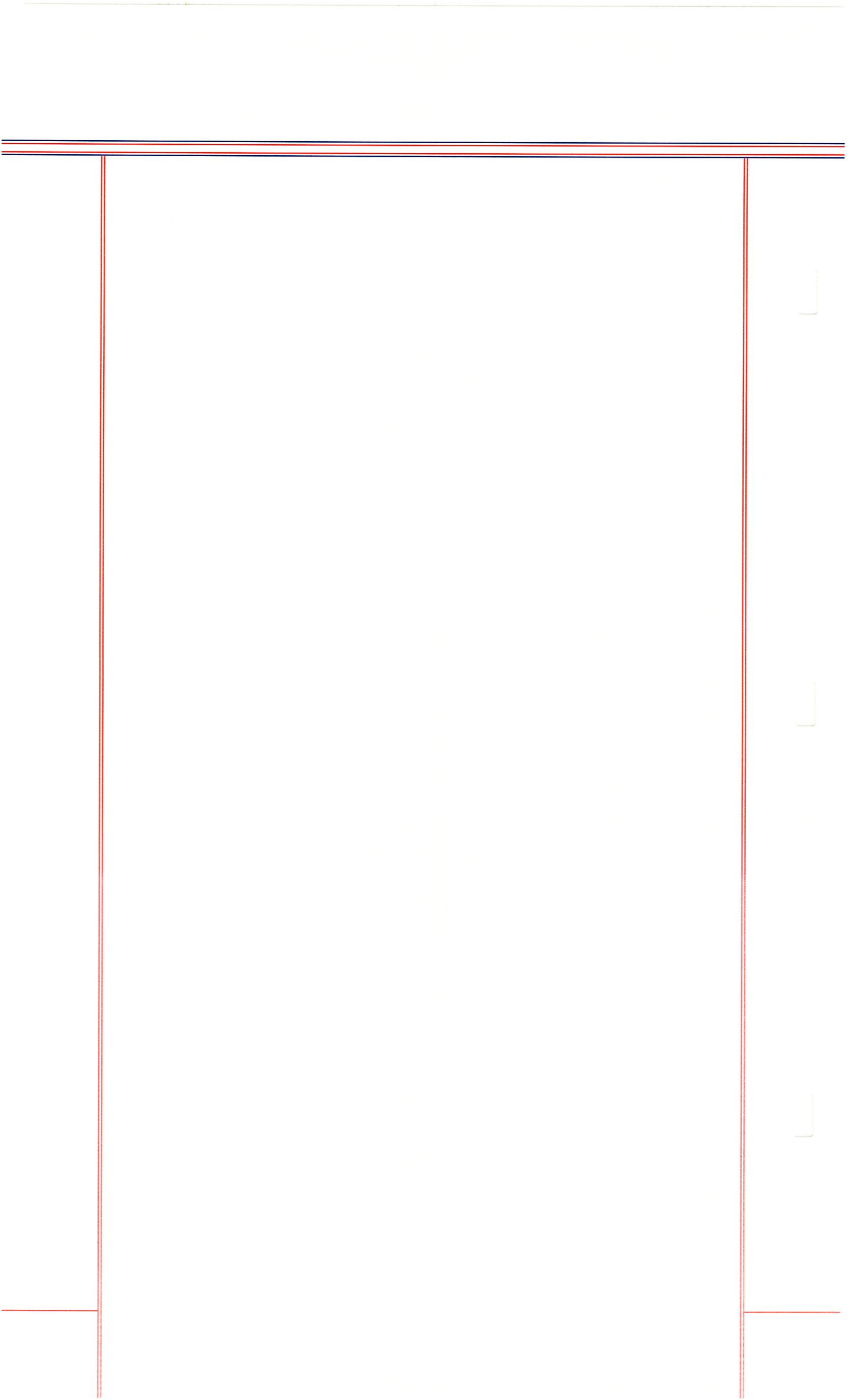
NAYS: None

ABSENT: None

ABSTAIN: None

AND the resolution was declared adopted on this, the 17th day of December, 2024.


VERONICA L. ARCENEUX
LAFAYETTE CLERK OF THE COUNCIL





TO: Karen Fontenot Director of Finance & Management **DATE:** December 2, 2024
FROM: Downtown Development Authority, Kevin Blanchard, CEO
SUBJECT: FY2025 DDA budget submittal

Enclosed is the FY2025 budget submittal for the DDA. As you know, the DDA's formational legislation provides that once the DDA Board has approved the budget for the upcoming fiscal year, that budget "shall not be final and effective until approved by the city council." Please place this item for approval at the earliest convenience of the City Council.

Items to note are as follows:

- On Oct. 10, 2024 the DDA Board adjusted the millage to 15.17 mills, which will result in no net increase of revenue from last budget year.
- The FY2024 Adopted Budget projected finishing with a \$326,691 deficit. As you will see, we are projecting finishing the current budget year with a sizeable surplus instead.
- The attached FY2025 budget reflects a \$52,000 surplus, resulting in a robust \$779,000 ending fund balance. This reflects more than 18-months of operating funds on hand in reserve, positioning the DDA to be able to respond should an important catalytic development opportunity presents itself in 2025.
- The program budget includes \$50,000 to be able to provide initial start-up capital to the exciting Downtown Ambassador program that Downtown Lafayette plans on kicking off around mid-2025.
- This budget also reflects the DDA's funding agreements with the Downtown EDD Board for several projects that the EDD is helping fund downtown.

Please let me know when this matter is scheduled, and if I can help provide any additional information prior to the meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Blanchard', written over a light blue horizontal line.

Kevin Blanchard
CEO, Downtown Development Authority and Downtown Lafayette Unlimited

cc: Veronica Arceneaux, Council Clerk
Liz Hebert, City Council Chair
Kenneth Boudreaux, City Council District 5

**LAFAYETTE CENTRE DEVELOPMENT DISTRICT
DOWNTOWN DEVELOPMENT AUTHORITY**



**SUMMARY BACKGROUND
OPERATING AND PROGRAMS BUDGET
FY2025**



December 2, 2024

Lafayette City Council, Liz Hebert, Chair
c/o Council Clerk Veronica Arceneaux

Dear Liz:

Enclosed is the DDA's FY2025 budget, which was approved by the DDA Board on November 20, 2024. The DDA's legislation provides that "the budget shall not become final and effective until approved by the City Council." Included with the budget is information to provide you with the necessary background and supporting detail.

Please do not hesitate to call should you have any questions or need further information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Blanchard', is written over the typed name.

Kevin Blanchard, Chief Executive Officer
Downtown Development Authority



LAFAYETTE CENTRE DEVELOPMENT DISTRICT

RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2024 tax roll on all property subject to taxation by Lafayette Centre Development District:

	<u>MILLAGE</u>
LAFAYETTE CENTRE DEVELOPMENT DISTRICT	15.17 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Lafayette, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2024, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

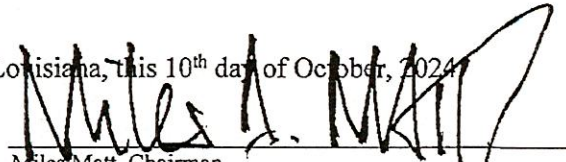
The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS: 4
NAYS: 0
ABSTAINED: 0
ABSENT: 1

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on October 10, 2024, at which meeting a quorum was present and voting.

Lafayette, Louisiana, this 10th day of October, 2024



Miles Matt, Chairman
Lafayette Centre Development District

BUDGET FORMAT & ORGANIZATION

The DDA budget was instituted in 1994 in consultation with the City Controller and City Auditor, following the special election. The summary budget is present in a balance sheet form, which was recommended as the best method to use to provide the District with uniformity from year to year; accounting for all the current and carry-over revenues, reserves and expenditures in a concise format. The fiscal year of the district is the calendar year.

The budget is organized as two component budgets:

1. General Administrative/Operating Budget

This budget provides for basic operating costs and personnel to administer the programs and office of the DDA. The FY2025 provides for three staff persons, which is no change from FY2024.

2. Program Budget

The DDA carries out its year-to-year efforts in three functional areas and organizes the program budget to correspond accordingly as follows:

- A. Supplemental Public Services – this includes the funds that the DDA allocates to fund the maintenance and cleanup of public streets, sidewalks, and parks.
- B. Capital Project Development – this includes small capital improvements as well as planning for future infrastructure and development projects.

Support schedules and explanatory notes for each element of the program budget are attached. The program budget is defined in component units, which helps our District's constituents understand how funds are being used.

Reserves/Operating – This reserve is a restricted pool of funds that will accumulate and carry-over each year as a “rainy day” or emergency fund to guard against any significant drop in future year collections and for expenditures as designated. In addition, funding commitments made for multi-year endeavors or accrued liabilities are accounted for in Restricted Reserves as well.



LAFAYETTE CENTRE DEVELOPMENT DISTRICT

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE DOWNTOWN
DEVELOPMENT AUTHORITY AMENDING AND RE-ADOPTING THE FISCAL
YEAR 2025 BUDGET AND TRANSMITTING THAT BUDGET TO THE LAFAYETTE
CITY COUNCIL AS THE GOVERNING AUTHORITY OF THE CITY OF
LAFAYETTE FOR ITS RATIFICATION AS REQUIRED BY STATE LAW
NOVEMBER 20, 2024**

WHEREAS, the Lafayette Centre Development District d/b/a Downtown Development Authority (“DDA”), a political subdivision of the State of Louisiana, has the mission to foster and support the physical, economic, and cultural revitalization and growth of Downtown Lafayette and to encourage and implement various means and plans to facilitate the foregoing objectives; and

WHEREAS, the DDA Board of Directors on October 16, 2024, approved anticipated revenues and expenditures for its fiscal year 2025 Budget; and

WHEREAS, on November 18, 2024, the Downtown Lafayette Economic Development District (the “District”) approved a series of resolutions and agreements that have necessitated an amendment to the 2025 Budget, as previously adopted on October 16, 2024 so that the DDA’s budget is able recognize revenue that will be provided by the District to the DDA in 2025; and

WHEREAS, these revenues will be offset 1:1 in the amendment with a corresponding capital project expenditure, meaning this is a “neutral” adjustment in that it does not modify the \$52,000 anticipated operating budget surplus previously adopted on October 16; and

WHEREAS, the adjustment also includes an updated fund balance amount, based on 2023 actual, audited expenses, meaning that the projected ending fund balance reflected in this Amended and Re-Adopted 2025 Budget will be approximately \$90,000 higher than the previously adopted 2025 Budget; and

WHEREAS, the Board desires to replace the Director of Finance and Administration position (currently vacant) with the new position of Events Manager (job description attached hereto as an Exhibit), at the same approved maximum salary as the Director of Finance and Administration position; and

WHEREAS, the previously adopted 2025 Budget, as well as this Amended and Re-Adopted 2025 Budget will reflect the below annual salary rates as approved by the Board of Directors, as follows:

- CEO: \$150,000 (no change from 2024)
- Director of Development: \$100,880 (\$12,879 increase from 2024)
- Events Manager: \$65,000 (no change from 2024, salary same as Director of Finance and Administration position); and

WHEREAS, the legislation that governs the DDA provides that when the DDA Board approves a budget for its upcoming fiscal year, the budget "shall not be final and effective until approved by the City Council."

NOW, THEREFORE, BE IT RESOLVED that Board of Directors hereby Amends and Re-Adopts the previously adopted FY2025 Budget and additionally authorizes that the FY2025 Budget be forwarded to the City of Lafayette for its ratification.

BE IT FURTHER RESOLVED that the Board hereby adopts a new position of Events Manager, replacing that of the Director of Finance and Administration. This position may be filled as soon as possible, utilizing the Salary Schedule as noted above.

BE IT FURTHER RESOLVED that the above salary schedule will be effective on Jan. 1, 2025.

The foregoing resolution was duly motioned and seconded, the roll was called and the Resolution passed upon the following votes:

YEAS: 5

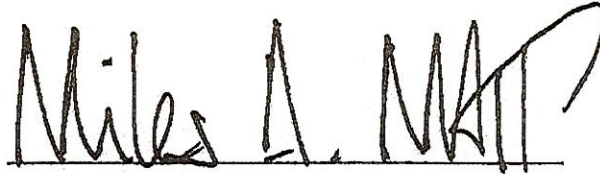
NAYS: 0

ABSTAIN: 0

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the Resolution adopted at a meeting of a quorum of the DDA board held on November 20, 2024.

Lafayette, Louisiana, this 20th day of November 2024.

A handwritten signature in black ink, appearing to read "Miles A. MATP", written over a horizontal line.

Secretary/Treasurer
Lafayette Centre Development District d/b/a Downtown Development Authority

Events Manager

Who We Are

The Lafayette Downtown Development Authority (DDA) is committed to fostering the physical, economic, and cultural growth of Downtown Lafayette. Through our partnership with Downtown Lafayette Unlimited (DLU), we create experiences that showcase the unique spirit of our community and drive positive change. By working closely with residents, businesses, property owners, and city-parish government, the DDA helps make Downtown Lafayette a dynamic and thriving place.

Position Overview

The Events Manager will lead the planning, coordination, and execution of all major events, programs, and community initiatives within Downtown Lafayette. This role requires an organized and creative professional with a passion for bringing people together. The Events Manager will oversee all stages of event management, including ideation, planning, production, and post-event analysis. Additionally, this role includes routine administrative duties, supporting the CEO and Executive Director DLU and maintaining essential program records.

Key Responsibilities

Event Planning & Execution (60%)

- **Lead and Coordinate Events:** Take ownership of planning and executing high-profile events such as *Downtown Alive!*, *Bach Lunch*, *Rooftop Crawfish Boil*, *Lunch & Learns*, *Movies in the Parc*, and *Merry & Bright Christmas* celebrations.
- **Vendor and Venue Management:** Handle all aspects of venue and vendor selection, contract negotiation, and relationship management. Oversee setup, vendor arrangements, and on-the-ground event management.
- **Volunteer Management:** Recruit, coordinate, and manage volunteers, ensuring adequate support for event logistics and a smooth guest experience.
- **Budgeting and Financial Management:** Develop and manage event budgets, ensuring all events align with financial goals while maintaining high quality and impact.

Programming and Community Engagement (20%)

- **Yearly Programming Calendar:** Create a comprehensive and engaging programming calendar, maintaining a balance of recurring events and new initiatives that promote community involvement and downtown's vibrancy.
- **Marketing and Promotion Coordination:** Work closely with the marketing team to promote events, maximize attendance, and maintain engagement across multiple channels.
- **Community Partnership Development:** Cultivate relationships with local organizations, businesses, and community groups to enrich programming and create collaborative opportunities.

Administrative Support (20%)

- **Support:** Provide light administrative assistance, such as scheduling event-related meetings, responding to inquiries, and assisting in maintaining records for programming activities.
- **Data Tracking and Reporting:** Manage records of event metrics, budget tracking, and feedback to evaluate program success and areas for improvement.
- **Financial Documentation:** Support financial tracking, grant reporting, and timely submission of required documents related to programming and events. Ensure efficient functioning and documentation for all financial systems including receipts, disbursements, billing, and bookkeeping
- Help refine and improve office policy and procedures.

Skills and Qualifications

- **Experience in Event Planning:** 3-5 years of experience in event coordination, production, or a related field. Demonstrated ability to manage multiple events, stay organized, and meet deadlines.
- **Project Management and Organizational Skills:** Strong planning skills with attention to detail and the ability to execute complex events from start to finish.
- **Interpersonal and Communication Skills:** Skilled in building relationships and coordinating with a wide range of stakeholders, including vendors, community partners, and team members.
- **Proficiency with Microsoft Office and Event Management Software:** Familiarity with tools to support event planning, budgeting, and tracking.

Preferred Qualifications

- Previous experience in a nonprofit or community-focused organization.
- Knowledge of the Downtown Lafayette area and a passion for promoting its cultural and economic development.

Compensation and Benefits

This is a full-time, salaried position offering competitive pay and benefits, including paid time off, health insurance, and opportunities for growth within the organization.

**LAFAYETTE CENTRE DEVELOPMENT DISTRICT
DOWNTOWN DEVELOPMENT AUTHORITY
FY2025 BUDGET**

					COMPARISON		
		2023	2024	2024	2025	25 Proposed VS 24 Budget	
		ACTUAL	ADOPTED BUDGET	PROJECTED YEAR END	FINAL AND ADOPTED	Amount	Percent
1 REVENUES							
2	Taxes- ad valorem	484,224	639,910	639,909	639,909	(1)	0.0%
3	Intergovernmental	-	-	-	-	-	0.0%
4	EDD Grant	-	-	-	756,000	756,000	0.0%
5	EDD Reimbursement	-	-	-	210,000	210,000	0.0%
6	DLU Reimbursement	46,086	27,000	27,000	27,000	-	0.0%
7	Interest Income	26,763	12,000	25,195	15,000	3,000	25.0%
8	Investment pool earnings (losses)	4,290	-	-	-	-	0.0%
9	Miscellaneous Revenue	-	-	-	-	-	0.0%
10	Rental Income	-	11,000	-	12,000	1,000	9.1%
11	Total Revenues	561,363	689,910	692,104	1,659,909	969,999	140.6%
EXPENDITURES							
Operations:							
12	Personnel Salaries	286,258	302,804	300,000	315,900	13,096	4.3%
13	Retirement/Medicare Tax	37,009	39,213	39,213	41,000	1,787	4.6%
14	Group Health Insurance	20,567	30,266	30,266	35,000	4,734	15.6%
15	Unemployment Compensation	69	1,388	1,388	1,700	312	22.5%
16	Group Life Insurance	1,089	1,534	1,534	1,600	66	4.3%
17	Vehicle Subsidy Lease	3,692	7,200	7,200	7,200	-	0.0%
18	Supplies & materials	3,795	2,400	2,400	2,400	-	0.0%
19	Telecommunications-3500	3,912	5,280	5,280	5,280	-	0.0%
20	Travel & Meetings	25,046	30,000	28,000	20,000	(10,000)	-33.3%
21	Training of Personnel	-	15,000	12,000	15,000	-	0.0%
22	Publication & Recordation	-	100	500	500	400	400.0%
23	Dues & Licenses	1,927	1,200	2,000	2,000	800	66.7%
24	Duplication Equipment Expenses	1,183	2,000	2,000	2,000	-	0.0%
25	Printing and Binding	190	1,000	500	500	(500)	-50.0%
26	Rent	4,305	4,305	4,305	4,305	-	0.0%
27	Contractual Services	9,100	25,000	30,000	30,000	5,000	20.0%
28	Other Insurance Premiums	4,881	11,000	11,000	11,000	-	0.0%
29	Building Maintenance	-	1,430	-	1,000	(430)	-30.1%
30	Other	5,619	-	-	-	-	0.0%
	Total Operations	408,642	481,120	477,586	496,385	15,265	3.2%
Programs:							
31	Supplemental Services	54,707	215,000	100,000	125,000	(90,000)	-41.86%
32	Business Development & Marketing	-	-	-	-	-	0.00%
33	Capital/Project Development	42,400	216,667	-	986,000	769,333	355.08%
34	Restricted Operating/Capital Reser	-	103,814	-	-	(103,814)	-100.00%
35	Total Programs	97,107	535,481	100,000	1,111,000	575,519	107.48%
Capital Outlay							
36	Total Expenses	505,749	1,016,601	577,586	1,607,385	590,784	58.11%
37	Excess (deficiency) of revenues over expenditures	55,614	(326,691)	114,518	52,524	379,215	-116.08%
38	Beginning Fund Balance	556,335	611,949	611,949	726,467		
39	Ending Fund Balance	611,949	285,258	726,467	778,991		
RESERVES							
40	Operating Reserves		158,160	157,603	163,807		
41	Building Reserves		25,000	25,000	35,000		
42	Total Restricted Reserves		183,160	182,603	198,807		

**Downtown Development Authority FY2025
Program Budget**

Support Schedule for Supplemental Services

Studies	
Downtown Redevelopment Planning	\$ 50,000
Maintenance and Operations	
Contract for Services	\$ 25,000
<i>Supplementary maintenance services</i>	
Ambassador Program Capital	\$ 50,000
Total Support Schedule for Supplemental Services	\$ 125,000

Support Schedule for Capital/Project Development

Reimbursable Capital/Project Development

Planning/Design Stage

EDD Project - Jefferson St Landscape Design	\$ 25,000
EDD Project - Parc de Lafayette Design	\$ 80,000
EDD Project - Lee Avenue Planning - State Capital Outlay Match	\$ 85,000
EDD Project - Coburn's Planning	\$ 20,000
TOTAL	\$ 210,000

Grant-Funded Capital/Project Development

Projects Ready for Construction / Implementation

EDD Project - Taylor Street Plaza	\$ 325,000
EDD Project - Streetscape Fixtures and Public Space Furnishings	\$ 200,000
EDD Project - Sans Souci Building	\$ 231,000
TOTAL	\$ 756,000

DDA Direct-Funded Planning and Design

Conceptual design services	\$ 20,000
<i>As-needed community engagement and design services to inform and influence public infrastructure projects</i>	

Total Support Schedule for Capital/Project Development	\$ 986,000
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TOTAL PROGRAM	\$ 1,111,000
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Support Schedule for Capital Redevelopment Fund - Capital Reserves

2025 Beginning Fund Balance (after 2024 PROJECTED spending)	\$ 726,467
Operating Reserves (120 days)	\$ 163,807
Building Reserves	\$ 35,000
<u>Capital/Redevelopment/Ready Response Fund</u>	\$ 527,660
<i>This non-recurring pool of funds provides the means to facilitate and/or respond to new</i>	

**LAFAYETTE CENTRE DEVELOPMENT DISTRICT
DOWNTOWN DEVELOPMENT AUTHORITY
FY2025 BUDGET**

							COMPARISON		
							25 Proposed VS 24 Budget		
2023	2024	2024	2025	2025	2025				
ACTUAL	ADOPTED BUDGET	PROJECTED YEAR END	ADOPTED IN OCTOBER	AMENDED AND READOPTED	DIFFERENCE BETWEEN OCT AND NOV	Amount	Percent		
1 REVENUES									
2	Taxes- ad valorem	484,224	639,910	639,909	639,909	639,909	-	(1)	0.0%
3	Intergovernmental	-	-	-	-	-	-	-	0.0%
4	EDD Grant	-	-	-	-	756,000	756,000	756,000	0.0%
5	EDD Reimbursement	-	-	-	85,930	210,000	124,070	210,000	0.0%
6	DLU Reimbursement	46,086	27,000	27,000	27,000	27,000	-	-	0.0%
7	Interest Income	26,763	12,000	25,195	15,000	15,000	-	3,000	25.0%
8	Investment pool earnings (losses)	4,290	-	-	-	-	-	-	0.0%
9	Miscellaneous Revenue	-	-	-	-	-	-	-	0.0%
10	Rental Income	-	11,000	-	12,000	12,000	-	1,000	9.1%
11	Total Revenues	561,363	689,910	692,104	779,839	1,659,909	880,070	969,999	140.6%
EXPENDITURES									
Operations:									
12	Personnel Salaries	286,258	302,804	300,000	315,900	315,900	-	13,096	4.3%
13	Retirement/Medicare Tax	37,009	39,213	39,213	41,000	41,000	-	1,787	4.6%
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17	Vehicle Subsidy Lease	3,692	7,200	7,200	7,200	7,200	-	-	0.0%
18	Supplies & materials	3,795	2,400	2,400	2,400	2,400	-	-	0.0%
19	Telecommunications-3500	3,912	5,280	5,280	5,280	5,280	-	-	0.0%
20	Travel & Meetings	25,046	30,000	28,000	20,000	20,000	-	(10,000)	-33.3%
21	Training of Personnel	-	15,000	12,000	15,000	15,000	-	-	0.0%
22	Publication & Recordation	-	100	500	500	500	-	400	400.0%
23	Dues & Licenses	1,927	1,200	2,000	2,000	2,000	-	800	66.7%
24	Duplication Equipment Expenses	1,183	2,000	2,000	2,000	2,000	-	-	0.0%
25	Printing and Binding	190	1,000	500	500	500	-	(500)	-50.0%
26	Rent	4,305	4,305	4,305	4,305	4,305	-	-	0.0%
27	Contractual Services	9,100	25,000	30,000	30,000	30,000	-	5,000	20.0%
28	Other Insurance Premiums	4,881	11,000	11,000	11,000	11,000	-	-	0.0%
29	Building Maintenance	-	1,430	-	1,000	1,000	-	(430)	-30.1%
30	Other	5,619	-	-	-	-	-	-	0.0%
	Total Operations	408,642	481,120	477,586	496,385	496,385	-	15,265	3.2%
Programs:									
31	Supplemental Services	54,707	215,000	100,000	125,000	125,000	-	(90,000)	-41.86%
32	Business Development & Marketing	-	-	-	-	-	-	-	0.00%
33	Capital/Project Development	42,400	216,667	-	105,930	986,000	880,070	769,333	355.08%
34	Restricted Operating/Capital Reser	-	103,814	-	-	-	-	(103,814)	-100.00%
35	Total Programs	97,107	535,481	100,000	230,930	1,111,000	880,070	575,519	107.48%
Capital Outlay									
36	Total Expenses	505,749	1,016,601	577,586	727,315	1,607,385	880,070	590,784	58.11%
37	Excess (deficiency) of revenues over expenditures	55,614	(326,691)	114,518	52,524	52,524		379,215	-116.08%
38	Beginning Fund Balance	556,335	611,949	611,949	726,467	726,467			
39	Ending Fund Balance	611,949	285,258	726,467	778,991	778,991			
RESERVES									
40	Operating Reserves		158,160	157,603	163,807				
41	Building Reserves		25,000	25,000	35,000				
42	Total Restricted Reserves		183,160	182,603	198,807				

Downtown Development Authority FY2025
Program Budget

Support Schedule for Supplemental Services

Studies		
Downtown Redevelopment Planning	\$	50,000
Maintenance and Operations		
Contract for Services	\$	25,000
<i>Supplementary maintenance services</i>		
Ambassador Program Capital	\$	50,000
Total Support Schedule for Supplemental Services	\$	125,000

Support Schedule for Capital/Project Development

Reimbursable Capital/Project Development		
Planning/Design Stage		
EDD Project - Jefferson St Landscape Design	\$	25,000
EDD Project - Parc de Lafayette Design	\$	80,000
EDD Project - Lee Avenue Planning - State Capital Outlay Match	\$	85,000
EDD Project - Coburn's Planning	\$	20,000
TOTAL	\$	210,000
Grant-Funded Capital/Project Development		
Projects Ready for Construction / Implementation		
EDD Project - Taylor Street Plaza	\$	325,000
EDD Project - Streetscape Fixtures and Public Space Furnishings	\$	200,000
EDD Project - Sans Souci Building	\$	231,000
TOTAL	\$	756,000
DDA Direct-Funded Planning and Design		
Conceptual design services	\$	20,000
<i>As-needed community engagement and design services to inform and influence public infrastructure projects</i>		
Total Support Schedule for Capital/Project Development	\$	986,000
TOTAL PROGRAM	\$	1,111,000

Support Schedule for Capital Redevelopment Fund - Capital Reserves

2025 Beginning Fund Balance (after 2024 PROJECTED spending)	\$ 726,467
Operating Reserves (120 days)	\$ 163,807
Building Reserves	\$ 35,000
<u>Capital/Redevelopment/Ready Response Fund</u>	\$ 527,660
<i>This non-recurring pool of funds provides the means to facilitate and/or respond to new</i>	

DOWNTOWN DEVELOPMENT AUTHORITY FY 25 BUDGET
JANUARY 1, 2025 TO DECEMBER 31, 2025
Effective Date 1/1/25

DIV	CLASS	EMPLOYEE NAME	POSITION TITLE	NEW RATE	OLD RATE	Difference		GROSS ANNUAL RECURRING COST/(SAVINGS)									
						Amount	Percent	SALARIES	RETIREMENT MEDICARE	GROUP HEALTH	GROUP LIFE	WORKERS COMP	TOTAL				
									973.62								
									484.37								
9600	9516-1	BLANCHARD, KEVIN	CHIEF EXECUTIVE OFFICER	72.1165	72.1165	0.0000	0.00%	150,000.24	19,425.03	11,683.44	697.60	810.00	182,516.31				
9600	9517-1	VACANT as of 11/1/24	EVENTS MANAGER	31.2500	31.2500	0.0000	0.00%	65,000.00	8,417.50	11,683.44	388.44	351.00	85,840.38				
9600	9548-1	HOLLAND, RACHEL K	DIRECTOR OF DEVELOPMENT	48.6000	42.3077	6.1923	14.64%	100,880.00	13,063.98	11,683.44	603.58	544.75	126,775.73				
TOTAL				151.8655	145.6732	6.1923	4.25%	315,880.24	40,906.49	35,050.32	1,589.62	1,705.75	395,132.42				

LAFAYETTE CITY COUNCIL MEETING

AGENDA ITEM SUBMITTAL FORM

1) JUSTIFICATION FOR REQUEST: A resolution for the Lafayette City Council to adjust FY2024 budget and approve the FY2025 budget of the Downtown Development Authority ("DDA"), the governing authority of the Lafayette Centre Development District ("LCDD")

2) ACTION REQUESTED: Adoption of Resolution

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

4) REQUESTED ACTION OF COUNCIL:

A) INTRODUCTION: December 17, 2024

B) FINAL ADOPTION: December 17, 2024

5) DOCUMENTATION INCLUDED WITH THIS REQUEST:

A) Memo from DDA

B) Millage Resolution

C) Summary Background Operating & Programs Budget Adjusted FY2024 and FY 2025

D) Memo from Karen Fontenot, Director

E) LCDD/DDA FY2024 Adjusted & FY2025 Proposed Comparison

6) FISCAL IMPACT:

_____ Fiscal Impact (Explain)

_____ X _____ No Fiscal Impact

RECOMMENDED BY:



KEVIN BLANCHARD
CHIEF EXECUTIVE OFFICER, DDA

APPROVED FOR AGENDA:

KAREN FONTENOT
DIRECTOR

RACHEL GODEAUX
CHIEF ADMINISTRATIVE OFFICER