

FILED

NOV. 27, 2019

RESOLUTION 22, 2019

CITY CLERK

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF TERRE HAUTE, INDIANA:

WHEREAS, There are insufficient funds in a certain account of the Environmental Protection Department budget to meet current and anticipated expenditures within said Department, and;

WHEREAS, There are surplus funds in another account(s) of the same budget, said Accounts being within the appropriation heretofore made for the use of said Department.

BE IT THEREFORE RESOLVED: That the following transfers be made in the Accounts heretofore appropriated for the use of said Department:

FROM: #0101-0005-01-413020	Medicare	\$ 1,800.00
#0101-0006-01-412177	Interns	\$ 5,000.00
#0101-0006-01-413040	Dental Insurance	\$ 3,850.00
#0101-0006-01-413020	Medicare	\$ 1,400.00
#0101-0010-01-413010	Social Security	\$ 1,950.00
#0101-0010-01-413060	PERF	\$ 3,500.00
TO: #0101-0041-01-412105	Part-Time Employees	\$17,500.00
<b>TOTAL</b>		<b>\$17,500.00</b>

Introduced by: O. Earl Elliott O. Earl Elliott, Councilman

Passed in open Council this 12TH day of DECEMBER, 2019.

Martha Crossen Martha Crossen, President

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk

Presented by me to the Mayor this 13TH day of DECEMBER, 2019.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 13TH day of DECEMBER, 2019.

Duke A. Bennett Duke A. Bennett, Mayor

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk

**REQUEST FOR TRANSFER OF BUDGETED FUNDS**

(For Approval by Mayor, Controller, and City Council)

This form is to be used when the requested transfer is between two major classifications.

DEPARTMENT or FUND: General Fund (0101)

DATE: 11/15/19

	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM:	<u>0005-01-413020</u>	<u>Medicare</u>	\$ <u>1,800.00</u>
FROM:	<u>0006-01-412177</u>	<u>Interns</u>	\$ <u>5,000.00</u>
FROM:	<u>0006-01-413040</u>	<u>Dental Insurance</u>	\$ <u>3,850.00</u>
FROM:	<u>0006-01-413020</u>	<u>Medicare</u>	\$ <u>1,400.00</u>
FROM:	<u>0010-01-413010</u>	<u>Social Security</u>	\$ <u>1,950.00</u>
FROM:	<u>0010-01-413060</u>	<u>PERF</u>	\$ <u>3,500.00</u>
TO:	<u>0041-01-412105</u>	<u>Part Time Employees</u>	\$ <u>17,500.00</u>
<b>Total Amount to Be Transferred</b>			<b>\$ <u>17,500.00</u></b>

Department Head Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
(Forward to Mayor) Signature

Mayoral Approval: \_\_\_\_\_ Date: 11-20-19  
(Forward to Controller) Signature *Steve A. Jones*

Controller Approval: \_\_\_\_\_ Date: 11/15/19  
(Forward to the Legal Department) Signature *Bessie A. Ellis*

Received by Legal: \_\_\_\_\_ Resolution # 22  
Date

**DEPARTMENT HEAD:** Please attach a memorandum briefly detailing the need for this resolution. Such information should include the specific services or products you intend to purchase and the reason you have surplus funds in the specified accounts.

# Memo

**To:** Mayor Duke Bennett  
**From:** Leslie Ellis, City Controller  
**Cc:** Police Chief Shawn Keen  
**Date:** November 15, 2019  
**Re:** Request to Transfer Funds within the General Fund to EPD

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This request is to transfer from within the General Fund into the Environmental Protection Department (EPD) for Part Time Employees. There were available funds in the salary and benefit sections of the Controller's Department, the IT Department and the Engineering Department. The amount of \$17,500.00 is projected to be needed through 12/31/19.

Please contact me with any questions.

Thank you.