RESOLUTION 22, 2019

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

TOTAL $17,500.00

Introduced by: _________________________________ O. Earl Elliott, Councilman

Passed in open Council this ______ day of ____________________________, 2019.

______________________________ Martha Crossen, President

ATTEST: ____________________________________________ Michelle L. Edwards, City Clerk

Presented by me to the Mayor this ______ day of ____________________________, 2019.

______________________________ Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this ______ day of ____________________________, 2019.

______________________________ Duke A. Bennett, Mayor

ATTEST: ____________________________________________ 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

<table>
<thead>
<tr>
<th>Account #</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM: 0005-01-413020</td>
<td>Medicare</td>
<td>$1,800.00</td>
</tr>
<tr>
<td>FROM: 0006-01-412177</td>
<td>Interns</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>FROM: 0006-01-413040</td>
<td>Dental Insurance</td>
<td>$3,850.00</td>
</tr>
<tr>
<td>FROM: 0006-01-413020</td>
<td>Medicare</td>
<td>$1,400.00</td>
</tr>
<tr>
<td>FROM: 0010-01-413010</td>
<td>Social Security</td>
<td>$1,950.00</td>
</tr>
<tr>
<td>FROM: 0010-01-413060</td>
<td>PERF</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>TO: 0041-01-412105</td>
<td>Part Time Employees</td>
<td>$17,500.00</td>
</tr>
</tbody>
</table>

**Total Amount to Be Transferred** $17,500.00

**Department Head Approval:**
(Forward to Mayor)  
Signature: [Signature]  
Date: [Date]

**Mayoral Approval:**
(Forward to Controller)  
Signature: [Signature]  
Date: 11-20-19

**Controller Approval:**
(Forward to the Legal Department)  
Signature: [Signature]  
Date: 11/15/19

**Received by Legal:**
Date: [Date]  
Resolution #: 22

**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

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.