

FILED

NOV 17 2023

RESOLUTION 11, 2023

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(s) of the General Fund budget to meet current and anticipated expenditures within said Department, and;

WHEREAS, There are surplus funds in another account 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: #0751-0017-02-422010	PS/LIT Gasoline (Police)	\$15,000.00
TO: #0751-0017-03-432010	PS/LIT Services Contractual (Police)	\$15,000.00
FROM: #0751-0017-04-444080	PS/LIT Purch of Vehicles (Police)	\$ 3,491.00
TO: #0751-0017-03-439178	PS/LIT Principal on Note (Police)	\$ 3,491.00
<b>TOTAL</b>		<b>\$18,491.00</b>

Introduced by: Cheryl Loudermilk Cheryl Loudermilk, Councilman

Passed in open Council this 7th day of December, 2023.

Curtis DeBaun Curtis DeBaun, President

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

Presented by me to the Mayor this 8th day of December, 2023.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 8th day of December, 2023.

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: PS/LIT 0751-0017

DATE: 10/23/2023

	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
FROM:	<u>02-422010</u>	<u>Gasoline</u>	<u>\$15,000.00</u>
TO:	<u>03-432010</u>	<u>Services Contractual</u>	<u>\$15,000.00</u>
FROM:	<u>04-444080</u>	<u>Purchase of Vehicles</u>	<u>\$3,491.00</u>
TO:	<u>03-439178</u>	<u>Principal on Note</u>	<u>\$3,491.00</u>
FROM:	<u>                    </u>	<u>                                    </u>	<u>                    </u>
TO:	<u>                    </u>	<u>                                    </u>	<u>                    </u>
FROM:	<u>                    </u>	<u>                                    </u>	<u>                    </u>
TO:	<u>                    </u>	<u>                                    </u>	<u>                    </u>

Total Amount to be Transferred: \$18,491.00

Department Head Approval:  
(Forward to Mayor)

[Signature]  
Signature

Date: 10/25/2023

Mayoral Approval:  
(Forward to Controller)

[Signature]  
Signature

Date: 11-1-23

Controller Approval:  
(Forward copy of approval to Department Head)

[Signature]  
Signature

Date: 11/1/23

RS 11

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

**TERRE HAUTE**  
A LEVEL ABOVE

To: City of Terre Haute  
Office of the Controller  
Mayor Duke Bennett  
City Council

From: Lt. Stephen Lockard  
Chief of Police Shawn Keen  
Police Department

Re: PD FY2023 End of Year Budget Reconciliation

Date: October 25, 2023

CITY OF  
TERRE HAUTE  
POLICE  
DEPARTMENT

222 S. 7<sup>th</sup> Street  
Terre Haute, IN 47807

Phone: 812.238.1661  
Fax: 812.232.9002

[www.terrehaute.in.gov](http://www.terrehaute.in.gov)

DUKE A. BENNETT  
Mayor

SHAWN KEEN  
Chief of Police

MATTHEW GARDEN  
Assistant Chief / Investigations

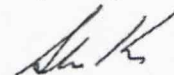
MICHAEL MIKULY  
Assistant Chief / Operations

The Police department is requesting transfer of surplus funds to cover deficits incurred, as detailed in the attached request form.

The department requests \$15,000 surplus funds in 0751-0017-02422010 Gasoline be transferred to 0751-0017-03-432010 Services Contractual to reconcile a deficit incurred in large part by unplanned expenses related to onboarding with Lexipol (accreditation and policy management), roof, plumbing and HVAC repair expenses at the police department headquarters building, and legal expenses associated with the department's Merit Commission proceedings.

The department also requests transfer of \$3,491 surplus funds in 0751-0017-444080 Purchase of Vehicles to 0751-0017-03-439178 Principal on Note to reconcile a deficit incurred as a result of rising interest rates and a higher than estimated interest cost associated with the department's 2023 vehicle lease.

Respectfully,



Shawn Keen  
Chief of Police

PD\_APP\_REPORT

System Involes ID	Vendor ID	Vendor name	Invoice number	Invoice date	Invoice amount	Account number	Activity Description	Amount	Invoice Type	Post Date	Description
226923	10232	ASSOCIATED ROOFING PROFESSIONAL, LLC	092016	10/17/2022	\$ 464.50	0751-0017-03-432010	Services Contractual	\$ 464.50	city048pd	1/31/2023	leak repair/roof
226924	10232	ASSOCIATED ROOFING PROFESSIONAL, LLC	092115	1/12/2023	\$ 510.96	0751-0017-03-432010	Services Contractual	\$ 510.96	city048pd	1/31/2023	PD-leak repair/roof
227643	10232	ASSOCIATED ROOFING PROFESSIONAL, LLC	092160	2/2/2023	\$ 375.48	0751-0017-03-432010	Services Contractual	\$ 375.48	city048pd	2/15/2023	PD-LEAK REPAIR
228781	10232	ASSOCIATED ROOFING PROFESSIONAL, LLC	092199	3/14/2023	\$ 240.00	0751-0017-03-432010	Services Contractual	\$ 240.00	city048pd	3/15/2023	pd-leak repair on roof
229915	10232	ASSOCIATED ROOFING PROFESSIONAL, LLC	092217	3/27/2023	\$ 430.96	0751-0017-03-432010	Services Contractual	\$ 430.96	city048pd	4/12/2023	PD-LEAK REPAIR
233366	10232	ASSOCIATED ROOFING PROFESSIONAL, LLC	092251	8/26/2023	\$ 250.04	0751-0017-03-432010	Services Contractual	\$ 250.04	city048pd	7/3/2023	PD - leak repair
230800	10232	ASSOCIATED ROOFING PROFESSIONAL, LLC	092403	9/26/2023	\$ 270.12	0751-0017-03-432010	Services Contractual	\$ 270.12	city048pd	10/4/2023	PD-leak repair on roof
226990	13376	SYCAMORE ENGINEERING INC	W87217	12/22/2022	\$ 359.17	0751-0017-03-432010	Services Contractual	\$ 359.17	city048pd	44030	PD-DRAINS BACKING UP WOMEN'S LOCKER RM
226940	13376	SYCAMORE ENGINEERING INC	W87855	1/17/2023	\$ 300.00	0751-0017-03-432010	Services Contractual	\$ 300.00	city048pd	44057	PD-wash electrical connections/lighten connection
227646	13376	SYCAMORE ENGINEERING INC	W87944	2/2/2023	\$ 2,557.35	0751-0017-03-432010	Services Contractual	\$ 2,557.35	city048pd	44072	PD-DRAINS BACKING UP
228014	13376	SYCAMORE ENGINEERING INC	W88254	2/22/2023	\$ 376.32	0751-0017-03-432010	Services Contractual	\$ 376.32	city048pd	44980	PD - HVAC Repair Records Dept
229224	13376	SYCAMORE ENGINEERING INC	W89619	3/15/2023	\$ 1,159.86	0751-0017-03-432010	Services Contractual	\$ 1,159.86	city048pd	45012	PD - Women's Restroom Repair
230233	13376	SYCAMORE ENGINEERING INC	C001710	10/1/2022	\$ 3,283.00	0751-0017-03-432010	Services Contractual	\$ 3,283.00	city048pd	45034	PD - HVAC Maint Agreement
232217	13376	SYCAMORE ENGINEERING INC	W89600	5/17/2023	\$ 569.96	0751-0017-03-432010	Services Contractual	\$ 569.96	city048pd	45053	PD - 2nd Flr Mens Room
233368	13376	SYCAMORE ENGINEERING INC	W90030	6/14/2023	\$ 214.00	0751-0017-03-432010	Services Contractual	\$ 214.00	city048pd	45116	PD - Cooling Tower Repair
233369	13376	SYCAMORE ENGINEERING INC	W90029	6/14/2023	\$ 202.61	0751-0017-03-432010	Services Contractual	\$ 202.61	city048pd	45110	PD - Garage HVAC Repair
234573	13376	SYCAMORE ENGINEERING INC	W90802	7/28/2023	\$ 214.00	0751-0017-03-432010	Services Contractual	\$ 214.00	city048pd	45145	PD - HVAC Repair
234574	13376	SYCAMORE ENGINEERING INC	W90795	7/27/2023	\$ 214.00	0751-0017-03-432010	Services Contractual	\$ 214.00	city048pd	45141	PD - HVAC Repair
234587	13376	SYCAMORE ENGINEERING INC	W90897	8/1/2023	\$ 321.00	0751-0017-03-432010	Services Contractual	\$ 321.00	city048pd	45141	PD - Cooling Tower Reset
238324	13376	SYCAMORE ENGINEERING INC	W89755	5/26/2023	\$ 110.71	0751-0017-03-432010	Services Contractual	\$ 110.71	city048pd	45211	PD - TOILET REPAIR
238450	13376	SYCAMORE ENGINEERING INC	W91305	6/25/2023	\$ 107.00	0751-0017-03-432010	Services Contractual	\$ 107.00	city048pd	45215	PD - TOILET REPAIR
226959	20254	LEXIPOL	INV/PRA115666	4/1/2023	\$ 8,130.70	0751-0017-03-432010	Services Contractual	\$ 8,130.70	city048pd	45028	PD-POLICE/STATE ACADEMY ANNUAL RATE FOR JURY
234083	20254	LEXIPOL	INV/LEX18010	7/1/2023	\$ 35,116.86	0751-0017-03-432010	Services Contractual	\$ 35,116.86	city048pd	45121	PD-LEXI Policy Management 7/1/2021 & Implementation
226240	11288	HASSLER KONDRAS MILLER LLP	1300	1/4/2023	\$ 304.00	0751-0017-03-432010	Services Contractual	\$ 304.00	city048pd	44936	PD-GENERAL SERVICES 11/23/22 TO 12/27/22
227457	11288	HASSLER KONDRAS MILLER LLP	1484	2/22/2023	\$ 102.00	0751-0017-03-432010	Services Contractual	\$ 102.00	city048pd	44956	PD-GENERAL SERVICES
227873	11288	HASSLER KONDRAS MILLER LLP	1801	3/6/2023	\$ 320.00	0751-0017-03-432010	Services Contractual	\$ 320.00	city048pd	45000	PD-GENERAL SERVICES 03/19/23 TO 03/19/23
229958	11288	HASSLER KONDRAS MILLER LLP	1937	4/3/2023	\$ 280.00	0751-0017-03-432010	Services Contractual	\$ 280.00	city048pd	45028	PD-GENERAL SERVICES 3/14 3/15 & 3/15/23
232871	11288	HASSLER KONDRAS MILLER LLP	2330	6/2/2023	\$ 784.00	0751-0017-03-432010	Services Contractual	\$ 784.00	city048pd	45068	PD-THIRD MERIT BOARD GENERAL SERVICES
234570	11288	HASSLER KONDRAS MILLER LLP	2587	7/5/2023	\$ 640.00	0751-0017-03-432010	Services Contractual	\$ 640.00	city048pd	45141	PD - Merit Commission Legal Services
234827	11288	HASSLER KONDRAS MILLER LLP	2730	8/2/2023	\$ 542.00	0751-0017-03-432010	Services Contractual	\$ 542.00	city048pd	45147	PD-THIRD MERIT BOARD GEN. SERVICES 8/1/2023
237495	11288	HASSLER KONDRAS MILLER LLP	2933	9/6/2023	\$ 644.00	0751-0017-03-432010	Services Contractual	\$ 644.00	city048pd	45180	PD - MERIT COMMISSION ATTY FEES