

DEC 10 2024

CITY CLERK

## RESOLUTION 43, 2024

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 **Clerk N/R Document Perpetuation** 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: #0236-0026-04-444030 Purchase of Computer Equipment \$3,140.00

TO: #0236-0026-03-432010 Services Contractual \$3,140.00

**TOTAL \$3,140.00**

Introduced by: Cheryl Loudermilk Cheryl Loudermilk, Councilman

Passed in open Council this 12 day of December, 2024.

Tammy Boland Tammy Boland, President

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

Presented by me to the Mayor this 12 day of December, 2024  
at 8:10pm o'clock.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 12 day of December, 2024.

Brandon C. Sakbun Brandon C. Sakbun, 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: Clerk Perpetuation, 0236-0026

DATE: \_\_\_\_\_

	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
FROM:	<u>04-444030</u>	<u>Purchase of Computer Equipment</u>	<u>\$3140.00</u>
TO:	<u>03-432010</u>	<u>Services Contractual</u>	<u>\$3140.00</u>
FROM:	_____	_____	_____
TO:	_____	_____	_____
FROM:	_____	_____	_____
TO:	_____	_____	_____
FROM:	_____	_____	_____
TO:	_____	_____	_____

Total Amount to be Transferred: \$3140.00

Department Head Approval:  
(Forward to Mayor)

Michelle K. Edwards Date: 12-4-2024  
Signature

Mayoral Approval:  
(Forward to Controller)

BA Date 12/9/2024  
Signature

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

Jessie Moore Date 12/9/24  
Signature

**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.

Revised November 2021