

FILED

OCT 17 2024

CITY CLERK

RESOLUTION 25, 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 **Motor Vehicle Highway (0201-0018)** 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: #0201-0018-03-439178	Principal on Notes	\$2,500.00
TO: #0201-0018-02-421010	Office Supplies	\$2,500.00
FROM: #0201-0018-03-439178	Principal on Notes	\$90,000.00
TO: #0201-0018-04-444010	Purchase of Equipment	\$90,000.00
FROM: #0201-0018-03-439179	Interest on Notes	\$21,000.00
TO: #0201-0018-01-412090	Longevity	\$21,000.00
TOTAL		\$113,500.00

Introduced by: _____ Cheryl Loudermilk, Councilman

Passed in open Council this _____ day of _____, 2024.

_____ Tammy Boland, President

ATTEST: _____ Michelle L. Edwards, City Clerk

Presented by me to the Mayor this _____ day of _____, 2024
at _____ o'clock.

_____ Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this _____ day of _____, 2024.

_____ Brandon C. Sakbun, 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: Motor Vehicle Highway

DATE: 09/18/2024

	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
FROM:	<u>0201-0018-03-439178</u>	<u>Principal On Notes</u>	<u>\$2,500.00</u>
TO:	<u>0201-0018-02-421010</u>	<u>Office Supplies</u>	<u>\$2,500.00</u>
FROM:	<u>0201-0018-03-439178</u>	<u>Principal On Notes</u>	<u>\$90,000.00</u>
TO:	<u>0201-0018-04-444010</u>	<u>Purchase of Equipment</u>	<u>\$90,000.00</u>
FROM:	<u>0201-0018-03-439179</u>	<u>Interest on Notes</u>	<u>\$21,000.00</u>
TO:	<u>0201-0018-01-412090</u>	<u>Longevity</u>	<u>\$21,000.00</u>
FROM:	_____	_____	_____
TO:	_____	_____	_____

Total Amount to be Transferred: \$113,500.00

Department Head Approval:
(Forward to Mayor)

[Signature]
Signature

Date: 09/18/2024

Mayoral Approval:
(Forward to Controller)

[Signature]
Signature

Date 9/30/24

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

[Signature]
Signature

Date 9/19/24

Received by City Legal:

Resolution # 25

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.



Street Department

TO: Brandon Sakbun

FROM: Brian Cottee
Terre Haute Street Department

DATE: 09/18/2024

RE: MVH Transfers of Funds

I have requested these transfers for the following reasons:

In MVH I need to move \$2,500.00 from Principal On Notes to Office Supplies. We would use this additional money to pay for employee retirement farewells and special employee gatherings. This money is being replenished from the sale of scrap. Principal On Notes was put into the budget this year to pay the principal payment for the dump trucks we have leased but this was already paid with the 2023 budget.

In MVH I need to move \$90,000.00 from Principal On Notes to Purchase of Equipment. We have not been able to purchase any new pick-up trucks since 2019. Due to accidents/deterioration we have lost five pick-up trucks from our fleet. This transfer will get us two new pick-up trucks. Principal On Notes was put into the budget this year to pay the principal payment for the dump trucks we have leased but this was already paid with the 2023 budget.

In MVH I need to move \$21,000.00 from Interest on Notes to Longevity. There was only \$5,500.00 budgeted into Longevity for this year. The Street Department is needed a total of \$26,500.00 to cover Longevity cost that will be paid out in November. Interest on Note was put into the budget this year to pay the interest for the dump trucks we have leased but this was already paid with the 2023 budget.

Professionally,

A handwritten signature in black ink that reads "B. Cottee".

Brian Cottee
Street Commissioner
Terre Haute Street Department

1329 Deming Street
Terre Haute, IN 47807

Phone: 812-244-2999
Fax: 812-232-7529

Brandon Sakbun
Mayor

Brian Cottee
Street Commissioner