

FILED

AUG 12 2024

CITY CLERK

RESOLUTION 21, 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 **BOARD OF PUBLIC WORKS (0007)** 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: #0101-0001-01-412012	Administrative Assistant (Mayor)	\$21,000.00
TO: #0101-0007-01-413010	Employer Social Security (BOPW)	\$ 4,750.00
#0101-0007-01-413020	Employer Medicare (BOPW)	\$ 1,000.00
#0101-0007-01-413030	Employer Group Health (BOPW)	\$ 6,200.00
#0101-0007-01-413050	Employer Life Insurance (BOPW)	\$ 90.00
#0101-0007-01-413060	Employer PERF (BOPW)	\$ 8,660.00
#0101-0007-01-412250	Cell Phone (BOPW)	\$ 100.00
TOTAL		\$21,000.00

Introduced by: Cheryl Loudermilk Cheryl Loudermilk, Councilman

Passed in open Council this 5th day of September, 2024.

Tammy Boland Tammy Boland, President

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

Presented by me to the Mayor this 5th day of September, 2024
at 7:23pm o'clock.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 5th day of September, 2024.

Brandon C. Sakbun Brandon C. Sakbun, Mayor

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



City of Terre Haute

City Hall, 17 Harding Avenue, Terre Haute, Indiana 47807

MEMORANDUM

TO: City Council

FROM: Mayor Sakbun

DATE: July 29, 2024

RE: *Transfer of Budgeted Funds*

I am requesting to transfer funds from the Mayor's budget to the Board of Public Works budget in the amount of \$21,000 for the Board of Public Works Director's employer benefits.

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

DATE:

7/29/24

	Account #	Account Name:	Amount:
FROM:	<u>0101-0001-01-412012</u>	<u>Administrative Assistant</u>	<u>4,750.00</u>
TO:	<u>0101-0007-01-413010</u>	<u>Employer Social Security</u>	<u>4,750.00</u>
FROM:	<u>0101-0001-01-412012</u>	<u>Administrative Assistant</u>	<u>1,200.00</u>
TO:	<u>0101-0007-01-413020</u>	<u>Employer Medicare</u>	<u>1,200.00</u>
FROM:	<u>0101-0001-01-412012</u>	<u>Administrative Assistant</u>	<u>6,200.00</u>
TO:	<u>0101-0007-01-413030</u>	<u>Employer Group Health</u>	<u>6,200.00</u>
FROM:	<u>0101-0001-01-412012</u>	<u>Administrative Assistant</u>	<u>90.00</u>
TO:	<u>0101-0007-01-413050</u>	<u>Employer Life Insurance</u>	<u>90.00</u>

Total Amount to be Transferred:

(Cont.) ->

Department Head Approval:
(Forward to Mayor)

Signature

Date:

7/29/24

Mayoral Approval:
(Forward to Controller)

Signature

Date

7/29/24

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

Signature

Date

7/29/24

Received by City Legal:

Resolution #

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 May 2024

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: _____

DATE: _____

	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
FROM:	<u>0101-0001-01-412012</u>	<u>Administrative Assistant</u>	<u>8,660.00</u>
TO:	<u>0101-0007-01-413060</u>	<u>Employer PERF</u>	<u>8,660.00</u>
FROM:	<u>0101-0001-01-412012</u>	<u>Administrative Assistant</u>	<u>100.00</u>
TO:	<u>0101-0007-01-412250</u>	<u>Cell Phone</u>	<u>100.00</u>
FROM:	_____	_____	_____
TO:	_____	_____	_____
FROM:	_____	_____	_____
TO:	_____	_____	_____

Total Amount to be Transferred: 21,000.00