

FEB 14 2025

## APPROPRIATION NO. 2, 2025

CITY CLERK

AN ORDINANCE TO APPROPRIATE AN ADDITIONAL SUM OF MONEY FOR EXPENSES INCURRED DURING THE YEAR 2025.

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

BE IT ORDAINED by the Common Council of the City of Terre Haute, Vigo County, Indiana, that for the expenses of said Municipal Corporation the following additional sum of money is hereby appropriated and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same:

		<u>AMOUNT REQUESTED</u>	<u>AMOUNT APPROPRIATED</u>
FROM:	Engineering N/R #0292-0042	\$43,000.00	\$43,000.00
TO:	Construction Inspector, III #0292-0042-01-412249	\$43,000.00	\$43,000.00
FROM:	Engineering N/R #0292-0042	\$640.90	\$640.90
TO:	Employer Social Security #0292-0042-01-413010	\$640.90	\$640.90
FROM:	Engineering N/R #0292-0042	\$2,740.40	\$2,740.40
TO:	Employer Medicare #0292-0042-01-413020	\$2,740.40	\$2,740.40
FROM:	Engineering N/R #0292-0042	\$72.00	\$72.00
TO:	Employer Life Ins. #0292-0042-01-413050	\$72.00	\$72.00
FROM:	Engineering N/R #0292-0042	\$23,032.00	\$23,032.00
TO:	Emp. Group Health Ins. #0292-0042-01-413030	\$23,032.00	\$23,032.00

FROM:	Engineering N/R #0292-0042	\$4,950.40	\$4,950.40
TO:	PERF #0292-0042-01-413060	\$4,950.40	\$4,950.40
FROM:	Engineering N/R #0292-0042	\$2,400.00	\$2,400.00
TO:	Cell Phone #0292-0042-01-412250	\$2,400.00	\$2,400.00
	<b>TOTAL</b>	<b>\$76,835.70</b>	<b>\$76,835.70</b>

Introduced by: Cheryl Loudermilk Cheryl Loudermilk, Councilperson

Passed in open Council this 6 day of March, 2025.

Todd Nation Todd Nation, President

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

Presented by me to the Mayor this 6<sup>th</sup> day of March, 2025  
at 6:50pm o'clock.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 6<sup>th</sup> day of March, 2025.

Brandon C. Sakkun Brandon C. Sakkun, Mayor

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

DEPARTMENT  
OF  
ENGINEERING



# Memo

**To:** Mayor Sakbun

**From:** Sally Roetker – Project Coordinator Engineering

**CC:** Jessica Thome - City Controller  
Libby Lewis - Legal Department  
Marcus Maurer- City Engineer  
Brad Utz- Assistant Dir of Engineering

**Date:** February 6, 2025

**Re:** Request for Additional Appropriation/ ENGINEERING N/R

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The Department of Engineering is requesting an Additional Appropriation from the Engineering N/R Fund. This Appropriation will help restructure the Engineering Non-Reverting Inspection Department. A new Inspector will be hired and the duties of other inspectors will also be restructured as some will be receiving additional duties. This Fund is supported by the revenues earned by the inspection of various projects inspected by this Department.

Two changes will need to be made to the Salary Ordinance as follows:

New Position: Construction Inspector III \$ 43,000.00

Right-of-Way Utility Inspector Increase of \$4,000.00 with an in-series budgeted transfer to \$49,150.00

Please see the attached Request for Appropriation.

If you have any questions please contact me.

Thank you.

# REQUEST FOR ADDITIONAL APPROPRIATION

(For Approval by Mayor, Controller, and City Council)

This form is to be used when a department needs additional monies for a depleted line item or account. This form is also used for appropriations required by certain N/R accounts.

If a Department has sufficient monies in other line items to cover the funds needed in the depleted line item, a transfer of those monies should be made rather than an appropriation of new money.

DEPARTMENT or FUND: ENGINEERING N/R DATE: 2/5/2025

FUND FROM WHICH APPROPRIATION IS TO BE MADE: ENGINEERING N/R - 0292

	<u>DEPT or FUND</u>	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
TO:	<u>ENGINEERING N/R</u>	<u>0292-0042-01-412249</u>	<u>Construction Inspector III</u>	<u>\$ 43,000.00</u>
TO:	<u>ENGINEERING N/R</u>	<u>0292-0042-01-413010</u>	<u>Social Security</u>	<u>\$ 640.90</u>
TO:	<u>ENGINEERING N/R</u>	<u>0292-0042-01-413020</u>	<u>Medicare</u>	<u>\$ 2,740.40</u>
TO:	<u>ENGINEERING N/R</u>	<u>0292-0042-01-413050</u>	<u>Life Insurance</u>	<u>\$ 72.00</u>

Total Amount to be Appropriated: CONTINUED

Department Head Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
(Forward to Mayor) Signature

Mayoral Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
(Forward to Controller) Signature

Controller Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
(Forward to Legal) Signature

Received by Legal: \_\_\_\_\_ Appropriation # \_\_\_\_\_  
Date

**DEPARTMENT HEAD: Please attach a memorandum briefly detailing the need for this appropriation. Such information should include the specific services or products you intend to purchase.**



# REQUEST FOR ADDITIONAL APPROPRIATION

(For Approval by Mayor, Controller, and City Council)

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DEPARTMENT or FUND: ENGINEERING N/R DATE: 2/5/2025

FUND FROM WHICH APPROPRIATION IS TO BE MADE: ENGINEERING N/R 0292

<u>DEPT or FUND</u>	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
TO: <u>ENGINEERING N/R</u>	<u>0292-0042-01-413030</u>	<u>Group Health Insurance</u>	<u>\$ 23,032.00</u>
TO: <u>ENGINEERING N/R</u>	<u>0292-0042-01-413060</u>	<u>PERF</u>	<u>\$ 4,950.40</u>
TO: <u>ENGINEERING N/R</u>	<u>0292-0042-01-412250</u>	<u>Cell Phone</u>	<u>\$ 2,400.00</u>
TO: _____	_____	_____	_____
<b>Total Amount to be Appropriated:</b>			<u>\$76,835.70</u>

Department Head Approval: Murray G. Mc Date: 2/10/25  
 (Forward to Mayor) Signature

Mayoral Approval: JSA Date: 2/10/25  
 (Forward to Controller) Signature

Controller Approval: Quinnia Monu Date: 2/10/25  
 (Forward to Legal) Signature

Received by Legal: 2-10-25 Date  
 Appropriation # 2

**DEPARTMENT HEAD:** Please attach a memorandum briefly detailing the need for this appropriation. Such information should include the specific services or products you intend to purchase.