

FILED

OCT 26 2012

CITY CLERK

RESOLUTION NO. 31, 2012

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF TERRE HAUTE, INDIANA:

WHEREAS, There are insufficient funds in a certain account of the Cemetery budget to meet current and anticipated expenditures within said Department, and,

WHEREAS, There are surplus funds in another account of the same budget, said Account being within the appropriation heretofore made for the use of said Department.

BE IT THEREFORE RESOLVED: That the following transfer be made in the Account heretofore appropriated for the use of said Department:

FROM: #0205-0021-03-432.010	TO: #0205-0021-04-444.010
Services Contractual \$1,000.00	Purchase of Equipment \$1,000.00
Total \$1,000.00	\$1,000.00

Introduced by: John Mullican John Mullican, Councilman

Passed in open Council this 9th day of November, 2012.

Don Morris Don Morris, President

ATTEST: Charles P. Hanley Charles P. Hanley, City Clerk

Presented by me to the Mayor this 9th day of November, 2012.

Charles P. Hanley Charles P. Hanley, City Clerk

Approved by me, the Mayor, this 9th day of NOVEMBER, 2012.

Duke A. Bennett Duke A. Bennett, Mayor

ATTEST: Charles P. Hanley Charles P. Hanley, 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: Cemetery (0205-0021)

DATE: 10-19-2012

	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM:	<u>D3-432,010</u>	<u>Services Contr.</u>	<u>\$ 1,000⁰⁰</u>
TO:	<u>D4-444,010</u>	<u>Purchase of Equip.</u>	<u>\$ 1,000⁰⁰</u>
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____

Total Amount to Be Transferred \$ 1,000⁰⁰

Department Head Approval: [Signature] Date: 10-19-2012
(Forward to Mayor) Signature

Mayoral Approval: [Signature] Date: 10-22-12
(Forward to Controller) Signature

Controller Approval: [Signature] Date: 10/22/12
(Forward to the Legal Department)

Received by Legal: RECEIVED Resolution # 31
Date

OCT 23 2012

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

Memorandum

To: Mayor Bennett

From: Lennie Snyder 

Date: 10-19-2012

Re: Out of series transfers for Council approval

Attached you will find two transfer requests that require Council action.

The first is for the Cemetery Dept., where we did not have a purchase of equipment line item. We had to replace our push mowers and vacuum cleaner.

The second is for the Maintenance Dept. One line is to replenish our operating supplies line item that is currently overdrawn, due to unforeseen expenses. The second line is because we did not have a line item for purchase of equipment. I replaced the City Hall ice machine.