

FILED

NOV 05 2012

CITY CLERK

RESOLUTION NO. 33, 2012

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

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

WHEREAS, There are surplus funds in other accounts 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: #0101-0017-01-412.200      | TO: #0101-0017-03-436.010           |
| Clerk/Typist Level I \$12,380.00 | Electric Utility \$12,380.00        |
| FROM: #0101-0017-01-412.090      | TO: #0101-0017-03-436.010           |
| Longevity \$ 9,700.00            | Electric Utility \$ 9,700.00        |
| FROM: #0101-0017-01-412.090      | TO: #0101-0017-04-444.010           |
| Longevity \$ 3,973.00            | Purchase of Equipment \$ 3,973.00   |
| FROM: #0101-0017-01-414.030      | TO: #0101-0017-03-432.010           |
| Clothing \$ 5,000.00             | Services Contractual \$ 5,000.00    |
| FROM: #0101-0017-01-412.058      | TO: #0101-0017-01-412.129           |
| Patrolman \$87,600.00            | Overtime \$87,600.00                |
| FROM: #0101-0017-01-412.201      | TO: #0101-0017-04-450.554           |
| Secretary Level II \$ 128.40     | Training Site \$ 128.40             |
| FROM: #0101-0017-01-412.200      | TO: #0101-0017-01-412.059           |
| Clerk/Typist Level I \$ 617.00   | Parking Violation Clerk \$ 617.00   |
| FROM: #0101-0017-02-423.015      | TO: #0101-0017-03-437.030           |
| Repair Supplies \$ 3,475.12      | Vehicle Repair & Maint. \$ 3,475.12 |
| FROM: #0101-0017-01-412.252      | TO: #0101-0017-01-412.055           |
| Fleet Manager \$28,833.11        | Sergeant \$28,833.11                |
| FROM: #0101-0017-01-412.201      | TO: #0101-0017-01-412.057           |
| Secretary Level II \$31,176.00   | Detective \$31,176.00               |
| FROM: #0101-0017-01-412.058      | TO: #0101-0017-01-412.053           |
| Patrolman \$ 3,037.00            | Captain \$ 3,037.00                 |
| FROM: #0101-0017-01-412.058      | TO: #0101-0017-01-412.054           |
| Patrolman \$14,579.00            | Lieutenant \$14,579.00              |
| FROM: #0101-0017-01-412.058      | TO: #0101-0017-01-412.055           |
| Patrolman \$59,041.00            | Sergeant \$59,041.00                |
| FROM: #0101-0017-01-412.058      | TO: #0101-0017-01-412.056           |
| Patrolman \$ 72.00               | Corporal \$ 72.00                   |
| FROM: #0101-0017-01-412.058      | TO: #0101-0017-01-412.250           |
| Patrolman \$ 475.00              | Cell Phone \$ 475.00                |
| FROM: #0101-0017-01-412.058      | TO: #0101-0017-01-412.091           |
| Patrolman \$ 1,170.00            | CID Incentive \$ 1,170.00           |
| <b>Total \$261,256.63</b>        | <b>\$261,256.63</b>                 |

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: T. H. Police Dept. (0017)

DATE: October 17, 2012

|       | <u>Account #</u>            | <u>Account Name</u>          | <u>Amount</u>                 |
|-------|-----------------------------|------------------------------|-------------------------------|
| FROM: | <u>0101-0017-01-412.200</u> | <u>Clerk/Typist Level I</u>  | <u>\$12,380.<sup>00</sup></u> |
| TO:   | <u>0101-0017-03-436.010</u> | <u>Electric Utility</u>      | <u>\$12,380.<sup>00</sup></u> |
| FROM: | <u>0101-0017-01-412.090</u> | <u>Longevity</u>             | <u>\$ 9,700.<sup>00</sup></u> |
| TO:   | <u>0101-0017-03-436.010</u> | <u>Electric Utility</u>      | <u>\$ 9,700.<sup>00</sup></u> |
| FROM: | <u>0101-0017-01-412.090</u> | <u>Longevity</u>             | <u>\$ 3,973.<sup>00</sup></u> |
| TO:   | <u>0101-0017-04-444.000</u> | <u>Purchase of Equipment</u> | <u>\$ 3,973.<sup>00</sup></u> |
| FROM: | <u>0101-0017-01-414.030</u> | <u>Clothing</u>              | <u>\$ 5,000.<sup>00</sup></u> |
| TO:   | <u>0101-0017-03-432.010</u> | <u>Services Contractual</u>  | <u>\$ 5,000.<sup>00</sup></u> |

Total Amount to Be Transferred \$ 31,053.<sup>00</sup>

Department Head Approval:  
(Forward to Mayor)

Signature

Date: 10-17-12

Mayoral Approval:  
(Forward to Controller)

Signature

Date: 11-1-12

Controller Approval:  
(Forward to the Legal Department)

Signature

Date: 10/31/12

Received by Legal:

Date

NOV 01 2012

Resolution # 33

CITY LEGAL

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.

# **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: T. H. Police (0017)

DATE: Oct. 17, 2012

|       | <u>Account #</u>            | <u>Account Name</u>                     | <u>Amount</u>                  |
|-------|-----------------------------|---|--------------------------------|
| FROM: | <u>0101-0017-01-412.058</u> | <u>Patrolman</u>                        | <u>\$ 87,600.<sup>00</sup></u> |
| TO:   | <u>0101-0017-01-412.129</u> | <u>Overtime</u>                         | <u>\$ 87,600.<sup>00</sup></u> |
| FROM: | <u>0101-0017-01-412.201</u> | <u>Secretary Level II</u>               | <u>\$ 128.<sup>40</sup></u>    |
| TO:   | <u>0101-0017-04-450.554</u> | <u>Training Site</u>                    | <u>\$ 128.<sup>40</sup></u>    |
| FROM: | <u>0101-0017-01-412.200</u> | <u>Clerk/TYPST LEVEL I</u>              | <u>\$ 617.<sup>00</sup></u>    |
| TO:   | <u>0101-0017-01-412.059</u> | <u>Parking Violation Clerk</u>          | <u>\$ 617.<sup>00</sup></u>    |
| FROM: | <u>0101-0017-02-423.015</u> | <u>Repair Supplies</u>                  | <u>\$ 3475.<sup>12</sup></u>   |
| TO:   | <u>0101-0017-03-437.030</u> | <u>Vehicle Repair &amp; Maintenance</u> | <u>\$ 3475.<sup>12</sup></u>   |

Total Amount to Be Transferred \$ 91,820.<sup>52</sup>

Department Head Approval:  
(Forward to Mayor)

Signature

Date: 10-17-12

Mayoral Approval:  
(Forward to Controller)

Signature

Date: 11-1-12

Controller Approval:  
(Forward to the Legal Department)

RECEIVED

Date: 10/31/12

Received by Legal:

Date

CITY LEGAL

Resolution # \_\_\_\_\_

**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.

# 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: T.H. Police (0017)

DATE: Oct. 17, 2012

|       | <u>Account #</u>            | <u>Account Name</u>       | <u>Amount</u>                  |
|-------|-----------------------------|---------------------------|--------------------------------|
| FROM: | <u>0101-0017-01-412.252</u> | <u>Fleet Manager</u>      | <u>\$ 28,833.<sup>11</sup></u> |
| TO:   | <u>0101-0017-01-412.055</u> | <u>Sergeant</u>           | <u>\$ 28,833.<sup>11</sup></u> |
| FROM: | <u>0101-0017-01-412.201</u> | <u>Secretary Level II</u> | <u>\$ 31,176.<sup>00</sup></u> |
| TO:   | <u>0101-0017-01-412.057</u> | <u>Detective</u>          | <u>\$ 31,176.<sup>00</sup></u> |
| FROM: | <u>0101-0017-01-412.058</u> | <u>Patrolman</u>          | <u>\$ 3037.<sup>00</sup></u>   |
| TO:   | <u>0101-0017-01-412.053</u> | <u>Captain</u>            | <u>\$ 3037.<sup>00</sup></u>   |
| FROM: | <u>0101-0017-01-412.058</u> | <u>Patrolman</u>          | <u>\$ 14,579.<sup>00</sup></u> |
| TO:   | <u>0101-0017-01-412.054</u> | <u>Lieutenant</u>         | <u>\$ 14,579.<sup>00</sup></u> |

Total Amount to Be Transferred \$ 77,625.<sup>11</sup>

Department Head Approval:  
(Forward to Mayor)

Signature

Date: 10-17-12

Mayoral Approval:  
(Forward to Controller)

Signature

Date: 11-1-12

Controller Approval:  
(Forward to the Legal Department)

Signature

Date: 10/31/12

Received by Legal:

Date

NOV 01 2012

Resolution # \_\_\_\_\_

**CITY LEGAL**

**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.

# **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: T. H. Police (0017)

DATE: Oct. 17, 2012

|       | <u>Account #</u>            | <u>Account Name</u>  | <u>Amount</u>                  |
|-------|-----------------------------|----------------------|--------------------------------|
| FROM: | <u>0101-0017-01-412.058</u> | <u>Patrolman</u>     | <u>\$ 59,041.<sup>00</sup></u> |
| TO:   | <u>0101-0017-01-412.055</u> | <u>Sergeant</u>      | <u>\$ 59,041.<sup>00</sup></u> |
| FROM: | <u>0101-0017-01-412.058</u> | <u>Patrolman</u>     | <u>\$ 72.<sup>00</sup></u>     |
| TO:   | <u>0101-0017-01-412.056</u> | <u>Corporal</u>      | <u>\$ 72.<sup>00</sup></u>     |
| FROM: | <u>0101-0017-01-412.058</u> | <u>Patrolman</u>     | <u>\$ 475.<sup>00</sup></u>    |
| TO:   | <u>0101-0017-01-412.250</u> | <u>Cell Phone</u>    | <u>\$ 475.<sup>00</sup></u>    |
| FROM: | <u>0101-0017-01-412.058</u> | <u>Patrolman</u>     | <u>\$ 1170.<sup>00</sup></u>   |
| TO:   | <u>0101-0017-01-412.091</u> | <u>CID INCENTIVE</u> | <u>\$ 1170.<sup>00</sup></u>   |

Total Amount to Be Transferred \$ 60,758.<sup>00</sup>

Department Head Approval:  
(Forward to Mayor)

Signature

Date: 10-17-12

Mayoral Approval:  
(Forward to Controller)

Signature

Date: 11-1-12

Controller Approval:  
(Forward to the Legal Department)

Leslie Ellis  
RECEIVED

Date: 10/31/12

Received by Legal:

Date

NOV 01 2012

Resolution # \_\_\_\_\_

CITY LEGAL

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.

RECEIVED  
NOV 01 2012  
CITY LEGAL

MEMO

DATE           October 17, 2012  
TO             Mayor Bennett, Controller and City Council  
FROM           Terre Haute Police Dept.

RE             Request for Transfer of Budgeted Funds

We had ten officers leave the department this year and four were hired. The salary lines need to reflect the differences. Extra in Patrolman, Longevity and Clothing to cover the majority of transfers. There were differences between 2012 Police Salary Ordinance (Special Ordinance No. 32, 2011) and the 2012 Budget that was sent in but never appropriated (see attached).

Water Utility and Electric Utility were more than what was budgeted due to purchasing the whole building.

Our officers worked extra overtime due to being under staffed.

Terre Haute Police Dept.