

FILED

NOV 29 2016

CITY CLERK

RESOLUTION 32, 2016

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 Engineering Non-Reverting 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: #0292-0042-03-432.090	\$6,000.00	TO: #0292-0042-03-437.030	\$6,000.00
Material Testing		Vehicle Main & Repair	
#0292-0042-03-432.090	\$1,000.00	#0292-0042-03-433.202	\$1,000.00
Material Testing		Postage	
TOTAL	\$7,000.00		\$7,000.00

Introduced by: O. Earl Elliott O. Earl Elliott, Councilman

Passed in open Council this 9th day of December, 2016.

Todd Nation Todd, Nation, President

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

Presented by me to the Mayor this 9th day of December, 2016.

Charles P. Hanley Charles P. Hanley, City Clerk

Approved by me, the Mayor, this 9th day of DECEMBER, 2016.

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: ENGINEERING NON-REVERTING

DATE: 11/16/16

<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM: <u>0292-0042-03-432.090 MATERIAL TESTING</u>		\$ <u>6,000.00</u>
TO: <u>0292-0042-03-437.030 VEHICLE MAINT+REPAIR</u>		\$ <u>6,000.00</u>
FROM: <u>0292-0042-03-432.090 MATERIAL TESTING</u>		\$ <u>1,000.00</u>
TO: <u>0292-0042-03-433.020 POSTAGE</u>		\$ <u>1,000.00</u>
FROM: _____		\$ _____
TO: _____		\$ _____
FROM: _____		\$ _____
TO: _____		\$ _____

Total Amount to Be Transferred \$ 7,000.00

Department Head Approval: [Signature] Date: 11/16/2016
(Forward to Mayor) Signature

Mayoral Approval: [Signature] Date: 11-16-16
(Forward to Controller) Signature

Controller Approval: [Signature] Date: 11/17/16
(Forward to the Legal Department)

Received by Legal: _____ Resolution # 32
Date

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.

DEPARTMENT
OF
ENGINEERING



Memo

To: Mayor Bennett

From: Sally Roetker – Project Coordinator, Engineering

CC: Leslie Ellis - City Controller
Jackie Loeb - Assistant City Controller
Chuck Ennis – City Engineer
Molly Weeks - City Legal
Michelle Edwards - City Clerk's Office

Date: November 17, 2016

Re: Request for Transfer of Budgeted Funds within
Classification

The Department of Engineering is requesting a transfer of budgeted funds within the Engineering Non-Reverting Fund from Material Testing to Vehicle Maintenance and Repair and Postage due to a lack of funding in the Engineering General Fund.

Vehicle Maintenance and Repair and Postage will need to be set up as line items in the Engineering Non-Reverting Budget; they have been line items in the past.

Please see the attached Request for Transfer.

If you have any questions please contact me.

Thank you.