

FILED

NOV 29 2016

CITY CLERK

RESOLUTION 35, 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 City Clerk's 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: #412.011	\$6,500.00	TO: #413.030	\$6,500.00
Deputy City Clerks		Employer Group Health	
#413.010	\$550.00	#413.030	\$1,000.00
Employer Social Security		Employer Group Health Ins.	
#413.010	\$220.00	#413.040	\$220.00
Employer Social Security		Employer Dental Insurance	
#421.010	\$6,500.00	#432.010	\$6,500.00
Office Supplies		Services Contractual	
#421.020	\$350.00	#432.010	\$350.00
Copy Machine Supplies		Services Contractual	
#444.040	\$1,500.00	#432.010	\$1,500.00
Purch of Office Equip		Services Contractual	
#413.020	\$6,250.00	#432.010	\$6,250.00
Employer PERF		Services Contractual	
TOTAL	\$21,870.00		\$21,870.00

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 City Clerk #0101-0002

DATE 11/28/2016

AUTHORIZED SIGNATURE

Michelle Edwards Chief Deputy

	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM:	#412.011	Deputy City Clerks	\$6,500.00
TO:	#413.030	Employer Group Health Ins	\$6,500.00
FROM:	#413.010	Employer Social Security	\$550.00
TO:	#413.030	Employer Group Health Ins	\$550.00
FROM:	#413.010	Employer Social Security	\$220.00
TO:	#413.040	Employer Dental Insurance	\$220.00
FROM:	421.010	Office Supplies	\$6,500.00
TO:	432.010	Services Contractual	\$6,500.00
FROM:	421.020	Copy Machine Supplies	\$350.00
TO:	432.010	Services Contractual	\$350.00
FROM:	444.040	Purch of Office Equip	\$1,500.00
TO:	432.010	Services Contractual	\$1,500.00
FROM:	#413.020	Employer PERF	\$6,250.00
TO:	#432.010	Services Contractual	\$6,250.00

Total Amount to Be Transferred \$21,870.00

Mayoral Approval

(Forward to Controller)

De A. B...

Date

11-29-16

Controller Approval

(Forward to the Legal Department)

Date

Date Received by Legal:

Resolution #

35

MEMO

FROM: Michelle Edwards, Chief Deputy City Clerk

TO: City Council Members

DATE: 11/29/2016

RE: Clerk's Office transfer (Resolution 35, 2016)

The City Clerk's Office is requesting the City Council approve transferring funds within their budget. This request for these transfers involves funds currently within various lines of their current budget. Part of the transfers are to cover a shortage in the Employer Group Health Insurance line. Another transfer is to cover a shortage in the Employer Dental Insurance line. The remaining transfers relate to the Clerk's portion of the new audio/video recording system to be installed. Please contact myself or the Clerk with any questions.