

FILED

NOV 17 2023

RESOLUTION 11, 2023

CITY CLERK

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

WHEREAS, There are insufficient funds in a certain account(s) of the General Fund 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: #0751-0017-02-422010	PS/LIT Gasoline (Police)	\$15,000.00
TO: #0751-0017-03-432010	PS/LIT Services Contractual (Police)	\$15,000.00
FROM: #0751-0017-04-444080	PS/LIT Purch of Vehicles (Police)	\$ 3,491.00
TO: #0751-0017-03-439178	PS/LIT Principal on Note (Police)	\$ 3,491.00
<b>TOTAL</b>		<b>\$18,491.00</b>

Introduced by: \_\_\_\_\_ Cheryl Loudermilk, Councilman

Passed in open Council this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_ Curtis DeBaun, President

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

Presented by me to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_ Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_ Duke A. Bennett, Mayor

ATTEST: \_\_\_\_\_ Michelle L. Edwards, 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.

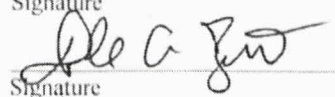
DEPARTMENT or FUND: PS/LIT 0751-0017

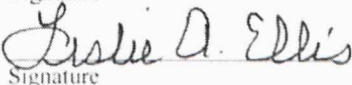
DATE: 10/23/2023

	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
FROM:	<u>02-422010</u>	<u>Gasoline</u>	<u>\$15,000.00</u>
TO:	<u>03-432010</u>	<u>Services Contractual</u>	<u>\$15,000.00</u>
FROM:	<u>04-444080</u>	<u>Purchase of Vehicles</u>	<u>\$3,491.00</u>
TO:	<u>03-439178</u>	<u>Principal on Note</u>	<u>\$3,491.00</u>
FROM:	<u>                    </u>	<u>                                    </u>	<u>                    </u>
TO:	<u>                    </u>	<u>                                    </u>	<u>                    </u>
FROM:	<u>                    </u>	<u>                                    </u>	<u>                    </u>
TO:	<u>                    </u>	<u>                                    </u>	<u>                    </u>

Total Amount to be Transferred: \$18,491.00

Department Head Approval:  Date: 10/25/2023  
(Forward to Mayor) Signature

Mayoral Approval:  Date: 11-1-23  
(Forward to Controller) Signature

Controller Approval:  Date: 11/1/23  
(Forward copy of approval to Department Head) Signature

RS 11

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

**TERRE HAUTE**  
A LEVEL ABOVE

To: City of Terre Haute  
Office of the Controller  
Mayor Duke Bennett  
City Council

From: Lt. Stephen Lockard  
Chief of Police Shawn Keen  
Police Department

Re: PD FY2023 End of Year Budget Reconciliation

Date: October 25, 2023

CITY OF  
TERRE HAUTE  
POLICE  
DEPARTMENT

222 S. 7<sup>th</sup> Street  
Terre Haute, IN 47807

Phone: 812.238.1661  
Fax: 812.232.9002

[www.terrehaute.IN.gov](http://www.terrehaute.IN.gov)

DUKE A. BENNETT  
Mayor

SHAWN KEEN  
Chief of Police

MATTHEW CARDEN  
Assistant Chief / Investigations

MICHAEL MIKULY  
Assistant Chief / Operations

The Police department is requesting transfer of surplus funds to cover deficits incurred, as detailed in the attached request form.

The department requests \$15,000 surplus funds in 0751-0017-02422010 Gasoline be transferred to 0751-0017-03-432010 Services Contractual to reconcile a deficit incurred in large part by unplanned expenses related to onboarding with Lexipol (accreditation and policy management), roof, plumbing and HVAC repair expenses at the police department headquarters building, and legal expenses associated with the department's Merit Commission proceedings.

The department also requests transfer of \$3,491 surplus funds in 0751-0017-444080 Purchase of Vehicles to 0751-0017-03-439178 Principal on Note to reconcile a deficit incurred as a result of rising interest rates and a higher than estimated interest cost associated with the department's 2023 vehicle lease.

Respectfully,



Shawn Keen  
Chief of Police

System Invoice ID	Vendor ID	Vendor Name	Invoice Number	Invoice Date	Invoice Amount	Account	Description	Rate	Quantity	Total
226923 10232		ASSOCIATED ROOFING PROFESSIONAL, LLC	992016	10/17/2023	\$ 464.60	8751-0017-03-432010	Services Contractual	\$ 464.60	1	\$ 464.60
227443 10232		ASSOCIATED ROOFING PROFESSIONAL, LLC	992116	1/12/2023	\$ 519.96	8751-0017-03-432010	Services Contractual	\$ 519.96	1	\$ 519.96
227443 10232		ASSOCIATED ROOFING PROFESSIONAL, LLC	992160	3/27/2023	\$ 375.48	8751-0017-03-432010	Services Contractual	\$ 375.48	1	\$ 375.48
229915 10232		ASSOCIATED ROOFING PROFESSIONAL, LLC	992317	3/14/2023	\$ 240.00	8751-0017-03-432010	Services Contractual	\$ 240.00	1	\$ 240.00
233566 10232		ASSOCIATED ROOFING PROFESSIONAL, LLC	992317	6/26/2023	\$ 353.60	8751-0017-03-432010	Services Contractual	\$ 353.60	1	\$ 353.60
238080 10232		ASSOCIATED ROOFING PROFESSIONAL, LLC	992403	12/22/2022	\$ 270.12	8751-0017-03-432010	Services Contractual	\$ 270.12	1	\$ 270.12
226950 13376		SYCAMORE ENGINEERING INC	W87217	1/17/2023	\$ 300.00	8751-0017-03-432010	Services Contractual	\$ 300.00	1	\$ 300.00
227640 13376		SYCAMORE ENGINEERING INC	W87655	2/27/2023	\$ 253.35	8751-0017-03-432010	Services Contractual	\$ 253.35	1	\$ 253.35
229914 13376		SYCAMORE ENGINEERING INC	W87744	2/22/2023	\$ 376.32	8751-0017-03-432010	Services Contractual	\$ 376.32	1	\$ 376.32
229224 13376		SYCAMORE ENGINEERING INC	W88254	5/15/2023	\$ 1,159.86	8751-0017-03-432010	Services Contractual	\$ 1,159.86	1	\$ 1,159.86
230233 13376		SYCAMORE ENGINEERING INC	W88110	5/17/2023	\$ 3,283.00	8751-0017-03-432010	Services Contractual	\$ 3,283.00	1	\$ 3,283.00
233566 13376		SYCAMORE ENGINEERING INC	W89800	6/14/2023	\$ 214.00	8751-0017-03-432010	Services Contractual	\$ 214.00	1	\$ 214.00
233569 13376		SYCAMORE ENGINEERING INC	W90006	7/28/2023	\$ 214.00	8751-0017-03-432010	Services Contractual	\$ 214.00	1	\$ 214.00
234573 13376		SYCAMORE ENGINEERING INC	W89802	7/28/2023	\$ 214.00	8751-0017-03-432010	Services Contractual	\$ 214.00	1	\$ 214.00
234574 13376		SYCAMORE ENGINEERING INC	W89897	8/10/2023	\$ 321.60	8751-0017-03-432010	Services Contractual	\$ 321.60	1	\$ 321.60
238324 13376		SYCAMORE ENGINEERING INC	W89755	5/25/2023	\$ 110.71	8751-0017-03-432010	Services Contractual	\$ 110.71	1	\$ 110.71
229559 20254		SYCAMORE ENGINEERING INC	W91305	6/24/2023	\$ 6,197.70	8751-0017-03-432010	Services Contractual	\$ 6,197.70	1	\$ 6,197.70
226240 11288		HASSLER KONDORAS MILLER LLP	1300	1/4/2023	\$ 304.36	8751-0017-03-432010	Services Contractual	\$ 304.36	1	\$ 304.36
227457 11288		HASSLER KONDORAS MILLER LLP	1484	3/22/2023	\$ 340.00	8751-0017-03-432010	Services Contractual	\$ 340.00	1	\$ 340.00
228858 11288		HASSLER KONDORAS MILLER LLP	1897	5/22/2023	\$ 248.00	8751-0017-03-432010	Services Contractual	\$ 248.00	1	\$ 248.00
234570 11288		HASSLER KONDORAS MILLER LLP	2597	7/5/2023	\$ 640.00	8751-0017-03-432010	Services Contractual	\$ 640.00	1	\$ 640.00
234627 11288		HASSLER KONDORAS MILLER LLP	2730	8/27/2023	\$ 430.00	8751-0017-03-432010	Services Contractual	\$ 430.00	1	\$ 430.00
237455 11288		HASSLER KONDORAS MILLER LLP	2933	9/8/2023	\$ 544.00	8751-0017-03-432010	Services Contractual	\$ 544.00	1	\$ 544.00