

FILED

DEC 01 2017

RESOLUTION 31, 2017

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 of the THFD Contractual Services N/R 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: #0271-0028-03-432.010	(THFD) Svc Contractual	\$1,600.00
TO: #0271-0028-01-413.080	(THFD) Emplr Police & Fire Retirement	\$1,600.00
<b>TOTAL</b>		<b>\$1,600.00</b>

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

Passed in open Council this 14th day of December, 2017.

Karrum Nasser Karrum Nasser, President

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

Presented by me to the Mayor this 14th day of December, 2017.

Charles P. Hanley Charles P. Hanley, City Clerk

Approved by me, the Mayor, this 14th day of December, 2017.

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: THFD Contractual Services N/R Fund (0271)

DATE: November 29, 2017

	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM:	<u>03-432.010</u>	<u>Services Contractual</u>	\$ <u>1,600.00</u>
TO:	<u>01-413.080</u>	<u>Emplr Police &amp; Fire Retirement</u>	\$ <u>1,600.00</u>
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____
<b>Total Amount to Be Transferred</b>			\$ <u>1,600.00</u>

Department Head Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
(Forward to Mayor) Signature

Mayoral Approval: *She A. B...* Date: 11-29-17  
(Forward to Controller) Signature

Controller Approval: RECEIVED Date: 11/29/17  
(Forward to the Legal Department)

NOV 29 2017

Received by Legal: \_\_\_\_\_ Resolution # \_\_\_\_\_  
Date 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.

# Memo

**To:** Mayor Duke Bennett  
**From:** Leslie Ellis, City Controller  
**Cc:** Chief Jeff Fisher  
**Date:** November 29, 2017  
**Re:** Request to Transfer Funds in the Fire Department Contractual Services N/R Fund

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I am requesting a Transfer of \$1,600.00 in the THFD Contractual Services Non-reverting Fund. This Transfer is from the Services Contractual line item to the Police & Fire Retirement line item. This is a Transfer between series and no new money is being appropriated.

The Request for Transfer Form is attached.

Please contact me with any questions.

Thank you.