

FILED

DEC 07 2017

CITY CLERK

RESOLUTION 38, 2017

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 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: #0101-0002-02-421.010	Office Supplies (Clerk)	\$5,300.00
TO: #0101-0002-01-413.030	Emp. Group Health (Clerk)	\$5,300.00
FROM: #0101-0002-02-421.020	Copy Machine Supplies (Clerk)	\$ 350.00
FROM: #0101-0002-04-444.040	Purch of Office Equip (Clerk)	\$1,800.00
TO: #0101-0002-03-434.030	Pub of Legal Notices (Clerk)	\$2,150.00
TOTAL		\$7,450.00

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: City Clerk 0101-0002

DATE: 12/6/2017

	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM:	Office Supplies	0101-0002-02-421.010	\$5,300.00
TO:	Emp. Group Health	0101-0002-01-413.030	\$5,300.00
FROM:	Copy Machine Sup	0101-0002-02-421.020	\$350.00
TO:	Pub of Legal Notices	0101-0002-03-434.030	\$350.00
FROM:	Purch of Office Equip	0101-0002-04-444.040	\$1,800.00
TO:	Pub of Legal Notices	0101-0002-03-434.030	\$1,800.00
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____

Total Amount to Be Transferred \$ 7,450.00

Department Head Approval: Michelle Edwards Date: 12-6-17
(Forward to Mayor) Signature Chief Deputy

Mayoral Approval: _____ Date: _____
(Forward to Controller) Signature

Controller Approval: Bessie A. Ellis Date: 12/7/17
(Forward to the Legal Department)

Received by Legal: _____ Resolution # 38
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.