

FILED

MAY 24 2019

CITY CLERK

APPROPRIATION NO. 6, 2019

AN ORDINANCE TO APPROPRIATE AN ADDITIONAL SUM OF MONEY FOR EXPENSES INCURRED DURING THE YEAR 2019.

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

BE IT ORDAINED by the Common Council of the City of Terre Haute, Vigo County, Indiana, that for the expenses of said municipal corporation the following additional sum of money is hereby appropriated and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same:

		<u>AMOUNT REQUESTED</u>	<u>AMOUNT APPROPRIATED</u>
FROM:	Fire Prevention N/R #0750	\$20,500.00	\$20,500.00
TO:	Purchase of Equip. #0000-04-444.010	\$11,000.00	\$11,000.00
	Subscriptions & Dues #0000-03-439.185	\$ 3,000.00	\$ 3,000.00
	Public Relations #0000-03-439.190	\$ 6,000.00	\$ 6,000.00
	Office Supplies #0000-02-421.010	\$ 500.00	\$ 500.00
	<b>TOTAL</b>	<b>\$20,500.00</b>	<b>\$20,500.00</b>

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

Passed in open Council this 13<sup>TH</sup> day of JUNE, 2019.

Martha Cross, Martha Crossen, President

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

Presented by me to the Mayor this 13<sup>TH</sup> day of JUNE, 2019.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 13<sup>TH</sup> day of JUNE, 2019.

Duke A. Bennett Duke A. Bennett, Mayor

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

**REQUEST FOR ADDITIONAL APPROPRIATION**

(For Approval by Mayor, Controller, and City Council)

This form is to be used when a department needs additional monies for a depleted line item or account. This form is also used for appropriations required by certain N/R accounts.

If a Department has sufficient monies in other line items to cover the funds needed in the depleted line item, a transfer of those monies should be made rather than an appropriation of new money.

DEPARTMENT or FUND Fire Prevention Non-Revolving (0750) DATE 5-8-19

FUND FROM WHICH APPROPRIATION IS TO BE MADE 0750-

<u>Dept or Fund</u>	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
TO: 0000-	04-444.010	Purchase of Equip	\$ 11,000.00
TO: 0000-	03-439.185	Sub & Dues	\$ 3,000.00
TO: 0000-	03-439.190	Public Relations	\$ 6,000.00
TO: 0000-	02-421.010	Office Supplies	\$ 500.00

Total Amount to Be Appropriated \$ 20,500.00

Department Head Approval: [Signature] Date: 5-8-19  
(Forward to Mayor) Signature

Mayoral Approval: [Signature] Date: 5-16-19  
(Forward to Controller) Signature

Controller Approval: [Signature] Date: 5-20-19  
(Forward to Legal) Signature

**RECEIVED**

Received by Legal: \_\_\_\_\_ Date: MAY 22 2019 Appropriation # \_\_\_\_\_

**CITY LEGAL**

DEPARTMENT HEAD: Please attach a memorandum briefly detailing the need for this appropriation. Such information should include the specific services or products you intend to purchase.

# City of Terre Haute



## FIRE DEPARTMENT

Bureau of Fire Prevention  
25 Spruce St.  
Terre Haute, IN 47807  
812-244-2803-Main Line  
812-244-2860-Bureau of Fire Prevention  
812-244-2710-Office  
812-234-0924-Facimile  
812-208-2961-Mobile

Duke A. Bennett  
Mayor

**Norman E. Loudermilk, CFI, CFEL, CVFI, CH**  
*Assistant Chief/Fire Marshal*  
[Norm.Loudermilk@terrehaute.in.gov](mailto:Norm.Loudermilk@terrehaute.in.gov)

Honorable Mayor Duke Bennett  
City of Terre Haute  
17 Harding Avenue  
Terre Haute, Indiana 47807

May 8, 2019

RE: Appropriation from Fire Prevention Non-reverting

Dear Mayor Bennett,

The Terre Haute Fire Department would like to request an appropriation of funds that have been collected and are currently housed in the Fire Prevention Non-reverting fund 0750. This appropriation will be to various line items within that fund for the purpose of conducting normal business within the Bureau of Fire Prevention.

Attached is the Annual Report for the Bureau of Fire Prevention. Efforts have been made and are continually being made to provide solid mentorship and public fire education for our youths as well as all citizens in Vigo County. Additionally our investigations team continues to lead the area in Arson arrests. We have obtained several professional designations and national certifications over the past 12 months which has qualified us as expert witness in court proceedings.

For all the reasons listed I am requesting the following appropriations: \$11,000.00 for an inflatable fire safety obstacle course. \$6,000.00 for educational materials, \$3,000.00 for professional qualifications and certifications, and \$500.00 for supplies (crime tape, tools, etc.)

Should you have any questions please let me know.

Thank you,



**Norman E. Loudermilk, CFI, CFEI, CVFI, CII**  
*Assistant Chief/Fire Marshal*



Division of Inspections/Prevention/Investigations  
25 Spruce St.  
Terre Haute, IN 47807  
812-244-2860-Division Main Line  
812-244-2710-Office  
812-234-0924-Facsimile  
812-208-2961-Mobile

The Terre Haute Fire Department Bureau of Fire Prevention responsibilities include Plan Review and Fire Code Enforcement, Fire Cause/Origin and Arson Investigations, and Fire Prevention Programs. In 2018 we conducted 303 plan reviews for newly constructed or remodeled commercial buildings. The Bureau's work is a testament to the ongoing effort to make Terre Haute safer place for its citizens.

We saw a reduction of fires reported for investigation in 2018. The Bureau investigated 113 fires for cause and origin with 72 being ruled as accidental, 26 ruled as Incendiary, 14 being ruled as undetermined and 1 ruled as natural. We also investigated illegal burning/ordinance violations.

Of those determined as Incendiary, all were determined as criminal offenses and classified as either Arson or Criminal Mischief. 15 cases were cleared by arrests. Fires, Arsons, and arrests statistics were lower in 2018 than in recent years. We are attributing this to the ongoing efforts of this Bureau to actively investigate and arrest those responsible for committing these type of offenses.

Property damage dollar loss totaled more than \$1,857,905.00. More than 90% of the fires were listed as under control or extinguished within 15 minutes of Departments arrival.

The Bureau conducted 907 annual fire inspections in various assemblies, mercantile, health care, educational, and business facilities. We conducted more than 300 kitchen hood extinguishment system inspections in 2018. We found over 315 violations with 98% being resolved upon the second inspection.

We worked in concert with the City of Terre Haute Engineering Office and Building Inspectors to insure that new and existing construction projects as well as housing developments meet current building and fire codes. We conducted 112 consultations with engineers, architects, and developers last year to enhance the economic development of Terre Haute.

The Bureau recognizes the correlation between increased fire prevention programs and a reduction of fire incidences. That is why in 2018 we increased our efforts to present programs to children of all ages. We provided mentorship and education to nearly 8,000 children in all facets of fire prevention and safety. This is a dramatic increase from previous years and shows the dedication that this Bureau has to the safety of the youth in our community.

Not only did we provide information to children about fire safety talk but adults with disabilities and senior citizens as well. In January of 2018 we kicked off our "Close Before you Dose" campaign in an effort to get people to close their bedroom doors before they go to sleep; a simple step that has proven to slow fire spread and save lives. Fire prevention transcends age, gender and socioeconomic background.

Our Bureau attended advanced training in investigations, prevention, and inspections throughout the year. Personnel attended conferences in both investigations and inspections. We totaled over 312 man hours of training in 2018.

In 2018 the Bureau was recognized by the Indiana Fire Inspectors Association as the top Fire Prevention Division in the State of Indiana.