

To: President and Members of the Munster Town Council

From: Wendy Mis, IAMC, MMC
Clerk-Treasurer

Date: December 19, 2022

Re: Resolution 2102, 2022 Purchase Orders

Not all purchase orders created in 2022 have been used completely. The budget dollars encumbered remain with the purchase order. These items can be carried forward to the new year. The 2022 budget can be used to pay for the invoices when they are received in 2023. These purchase orders can be used only for their original intent, payable to the original vendor.

Resolution 2102 has been drafted to formally record the 2022 purchase orders that are being brought forward to the 2023 calendar year. There are a total of 14 purchase orders representing \$4,148,259.29.

RECOMMENDED ACTION:

By motion and roll-call vote, adopt Resolution 2102 as presented.