

**TO: Village Council
Mayor Bobbie Beshara**

**CC: Cassandra Campbell
Bill Hanna**

FROM: Sandy Turk, Finance Director

RE: Appropriation of Encumbered Funds for 2014 for January 21, 2014 Council Meeting

Date: January 16, 2014

ACTION BEING REQUESTED	TYPE OF REQUEST
First Reading	Resolution

The Finance Department requests that the following 2014 resolution appropriating carry-over obligations from 2013 into 2014 have its first reading.

This is an annual request to cover certain obligations for capital projects and operating funds which were not totally paid for in 2013 and should be carried into 2014 for completion. These monies were originally appropriated by Council on December 18, 2012, as part of the original 2013 budget appropriation resolution. Department heads incurred these obligations either through contractual agreements or purchase orders but did not totally pay them off in 2013. This resolution takes the outstanding encumbrances and re-appropriates them in 2014 to cover the carry-over obligations. These carry-over obligations total \$132,422.38. The more significant obligations are listed below :

<u>Project/Description</u>	<u>Vendor Name</u>	<u>Amount</u>
NPDES-Map Outflows, Culverts, Pipes	Not Identified Until Bid	\$100,000.00
Fox Run Culvert Repair	GPD Group	\$ 8,000.00
Study of Cleveland Water Tower	LJB, Inc.	\$ 3,500.00
TOTAL		\$111,500.00

Let me know if you have any questions.

SH:/sturk/Resolution/Briefing Memos/2014Encumbrance Carryovers/Briefingmemo1-16-14.doc