

**Town of Windsor**

**Memorandum**

February 8, 2022

**TO:** The Honorable Mayor and Town Council  
**FROM:** Cheryl McClanahan, Treasurer  
**SUBJECT:** Budget Transfer – Town Center Professional Services

The Town Center Professional Service has been classified under Capital Projects for the Town Center since the Town Center opened. The monthly expense for Professional Service is now an expense line item and not a Capital expense.

Specifically, a transfer of \$5,000 from the Town Center Capital Projects line item in the Capital project of our General Fund budget to the Town Center Professional Service line item of our General Fund for monthly expenses.

**Enclosures**

None

**Recommended Action**

Approval