

Town of Windsor

Memorandum

June 11, 2013

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Budget Transfers -- Public Works

Robin has brought to my attention the need for a budget transfer in the utilities line item within the Public Works Department of our General Fund Operating Budget.

The increase in utility bills was due to having the heat run on emergency heat while the HVAC systems were being replaced. As you are aware, running on emergency heat draws much more power than when in normal mode.

I am recommending that Council approve a budget transfer of \$600 from the Street Lights – Utility Expense line item, account number 4-100-41000-5110 to the Utilities line item, account number 4-100-411000-5100 in the Public Works portion of the General Fund Operating Budget.

Recommended Motion

Move that Council adopt the budget transfer as presented.