

Town of Windsor

Memorandum

February 13, 2018

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Budget Transfer – Sidewalks

As you are aware, we have been removing trees along North Court Street to prepare for repairing sidewalks in the area. The trees have been removed and we have obtained a bid for the repair of the sidewalks in the area. There is a need to transfer \$500 dollars into the sidewalk maintenance line item to cover the cost of repairing the sidewalks.

The total cost for the three tree removal contracts was \$7,500. The proposal to repair the sidewalks is approximately \$2,800.

I am requesting a budget transfer in the amount of \$500 from Equipment Rental in the Public Works Budget, Line Item 100-41000-45410 to Street & Sidewalk Maintenance in the Public Works Budget, Line Item 100-41000-43319.

Recommended Motion

Move that Council approve a budget transfer in the amount of \$500 from Equipment Rental in the Public Works Budget, Line Item 100-41000-45410 to Street & Sidewalk Maintenance in the Public Works Budget, Line Item 100-41000-43319.