City of Cocoa Budget Adjustment Form FY 2017

SELECT ADJUSTMENT TYPE: BUDGET TRANSFER **REQUESTING DEPARTMENT #:** 3230 **DATE PREPARED:** 09/05/17

'FROM' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
($ 209)	111-3230-559.83-00		Other Grants and Aids	$ 15,000	$ 15,000	$ 14,791	$ 9,791
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
($ 209)	**TOTAL**						

'TO' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
$ 9	111-3230-559.31-00		Professional Services	$ 20,000	$ 20,000	$ 20,009	$ 0
$ 110	111-3230-559.48-00		Promotional Activities	$ 0	$ 0	$ 110	$ 0
$ 90	111-3230-559.52-00		Operating Supplies	$ 0	$ 0	$ 90	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 209	**TOTAL**						

REASON/JUSTIFICATION FOR ADJUSTMENT:

Budget transfer to correct negative balances in the Professional Services, Promotional Activities and Operating Supplies accounts. This transfer is going to the Diamond Square CRA board on September 18, 2017.

City COUNCIL APPROVAL REQUIRED? ***YES*** ○ ***NO*** ● ***DATE APPROVED:*** 09/18/17 ***RESOLUTION #:***

City Council approval is needed for all transfers greater than $50,000 and transfers between Departments / Funds. Attach copy of agenda item and City Clerk's Journal noting approval.

9/5/17	Samia Singleton (Digitally signed by Samia Singleton DN: dc=org, dc=cocoafl, ou=CH, cn=Samia Singleton, email=ssingleton@cocoafl.org Date: 2017.05.12 15:11:15 -04'00')	9/12/17	Lea Taylor (Digitally signed by Lea Taylor Date: 2017.09.12 14:09:16 -04'00')	11/1/17	Teri Butler (Digitally signed by Teri Butler Date: 2017.11.01 11:15:05 -04'00')
Date	Requestor's Signature	Date	Finance Approval Signature	Date	Finance Director's Signature
9/6/17	Karen Hamilton (Digitally signed by Karen Hamilton Date: 2017.09.06 08:20:43 -04'00')	9/12/17	Lora Howell (Digitally signed by Lora Howell Date: 2017.09.12 15:59:15 -04'00')	12/4/17	John A. Titkanich (Digitally signed by John A. Titkanich DN: dc=org, dc=cocoafl, ou=CH, cn=John A. Titkanich, email=jtitkanich@cocoafl.org Date: 2017.12.04 16:08:02 -05'00')
Date	Department Director's Signature	Date	Deputy Fin. Director's Signature	Date	City Manager's Signature

FINANCE USE ONLY:

Date Entered: _____ Entered By: _____ Group #: _____