# City of Cocoa Budget Adjustment Form FY 2018

SELECT ADJUSTMENT TYPE: BUDGET AMENDMENT | REQUESTING DEPARTMENT #: 1500 | DATE PREPARED: 10/19/17

## 'REVENUE' ACCOUNT(S)

| ADJUSTMENT AMOUNT | ACCOUNT NUMBER | PROJECT NUMBER | ACCOUNT NAME | ORIGINAL BUDGET | AMENDED BUDGET | ADJUSTED BUDGET | UNENCUMBERED BALANCE |
|---|---|---|---|---|---|---|---|
| $ 12,721 | 001-0000-381.91-21 | | TRANSFER FROM / WS FUND (421) | $ 0 | $ 0 | $ 12,721 | $ 9,021 |
| $ 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 |
| $ 12,721 | TOTAL | | | | | | |

## 'EXPENSE' ACCOUNT(S)

| ADJUSTMENT AMOUNT | ACCOUNT NUMBER | PROJECT NUMBER | ACCOUNT NAME | ORIGINAL BUDGET | AMENDED BUDGET | ADJUSTED BUDGET | UNENCUMBERED BALANCE |
|---|---|---|---|---|---|---|---|
| $ 8,896 | 001-1103-516.44-00 | | RENTALS AND LEASES | $ 133,000 | $ 149,284 | $ 158,180 | $ 158,180 |
| $ 3,825 | 001-1103-516.52-00 | | OPERATING SUPPLIES | $ 308,420 | $ 316,829 | $ 320,654 | $ 283,001 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 12,721 | TOTAL | | | | | | |

**REASON/JUSTIFICATION FOR ADJUSTMENT:**

This transfer is to move the cost of the RICOH copier lease and additional fee budget to the Information Technology Division. The associated invoices will be paid by the IT division.
Agenda 17-461

**City COUNCIL APPROVAL REQUIRED?** *YES* (●) *NO* ( ) *DATE APPROVED:* 11/14/17 *RESOLUTION #:* 2017-125

***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.***

| | | | |
|---|---|---|---|
| 10/20/17 | Lea Taylor — Digitally signed by Lea Taylor Date: 2017.10.20 14:13:06 -04'00' | 11/4/17 | Lea Taylor — Digitally signed by Lea Taylor Date: 2017.11.03 13:09:47 -04'00' |
| Date | Requestor's Signature | Date | Finance Approval Signature |
| 10/24/17 | Matthew Fuhrer — Digitally signed by Matthew Fuhrer DN: cn=Matthew Fuhrer, o=City of Cocoa, ou=City Manager's Office, email=mfuhrer@cocoafl, c=US Date: 2017.10.24 16:28:33 -04'00' | 11/6/17 | Lora Howell — Digitally signed by Lora Howell Date: 2017.11.06 09:05:54 -05'00' |
| Date | Department Director's Signature | Date | Deputy Fin. Director's Signature |

| | | | |
|---|---|---|---|
| 11/15/17 | Teri Butler — Digitally signed by Teri Butler Date: 2017.11.15 17:09:42 -05'00' | 11/15/17 | John A. Titkanich — Digitally signed by John A. Titkanich Date: 2017.11.15 21:24:56 -05'00' |
| Date | Finance Director's Signature | Date | City Manager's Signature |

***FINANCE USE ONLY:***

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