City of Cocoa Budget Adjustment Form FY 2018

SELECT ADJUSTMENT TYPE: BUDGET AMENDMENT **REQUESTING DEPARTMENT #:** 1515 **DATE PREPARED:** 03/21/15

'REVENUE' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
$ 167,505	001-0000-389.99-50		FUND BAL-APPROP. RESERVES	$ 4,645,267	$ 4,645,267	$ 4,812,772	$ 4,477,762
$ 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
$ 167,505	TOTAL						

'EXPENSE' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
$ 131,724	001-1103-516.52-00		OPERATING SUPPLIES	$ 308,420	$ 32,654	$ 164,378	$ 89,919
$ 35,781	001-1103-516.34-00		CONTRACT SERVICES	$ 261,755	$ 300,705	$ 336,486	$ 52,122
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 167,505	TOTAL						

REASON/JUSTIFICATION FOR ADJUSTMENT:

At the January 23, 2018 City Council meeting, Staff requested the use of General Fund Contingency for some of the costs associated with the new phone system. In hindsight, General Fund Reserves should have been used for the one-time costs associated with the project. The original transfer from Contingency is being reversed. This Budget Transfer is to support the purchase of the new phone system for the City coming from the Reserve account. The new system will be in-house and supported by the City's IT Division. Agenda 18-110

City COUNCIL APPROVAL REQUIRED? ***YES*** (●) ***NO*** ( ) ***DATE APPROVED:*** 03/27/18 ***RESOLUTION #:*** 2018-020

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.

3/21/18	Lea Taylor (Digitally signed by Lea Taylor Date: 2018.03.21 14:26:15 -04'00')	3/21/18	Lea Taylor (Digitally signed by Lea Taylor Date: 2018.03.21 15:21:31 -04'00')	3/29/18	Lora Howell (Digitally signed by Lora Howell Date: 2018.03.29 16:36:39 -04'00')
Date	Requestor's Signature	Date	Finance Approval Signature	Date	Finance Director's Signature
3/21/18	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: 2018.03.21 14:43:29 -04'00')	3/29/18	Lora Howell (Digitally signed by Lora Howell Date: 2018.03.29 16:36:07 -04'00')	3/29/18	John A. Titkanich (Digitally signed by John A. Titkanich Date: 2018.03.29 16:39:19 -04'00')
Date	Department Director's Signature	Date	Deputy Fin. Director's Signature	Date	City Manager's Signature

FINANCE USE ONLY:

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