City of Cocoa Budget Adjustment Form FY 2018

SELECT ADJUSTMENT TYPE: BUDGET TRANSFER **REQUESTING DEPARTMENT #:** 3230 **DATE PREPARED:** 01/04/18

'FROM' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
($ 1,000)	111-3230-559.83-00		Other Grants and Aids	$ 10,000	$ 9,802	$ 8,802	$ 8,802
$ 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
($ 1,000)	TOTAL						

'TO' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
$ 1,000	111-3230-559.31-01		Legal Expenses	$ 500	$ 500	$ 1,500	$ 1,000
$ 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
$ 1,000	TOTAL						

REASON/JUSTIFICATION FOR ADJUSTMENT:

The Diamond Square Legal Expenses account (111-3230-559.31-01) currently has a $21.50 balance remaining for FY 2018. A budget transfer is necessary to cover the legal expense for the remainder for the fiscal year. Going to the CRA Board on January 29th.

City COUNCIL APPROVAL REQUIRED? ***YES*** ○ ***NO*** ● ***DATE APPROVED:*** _____ ***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.

1/4/18	Samia Singleton — Digitally signed by Samia Singleton DN: dc=org, dc=cocoafl, ou=CH, cn=Samia Singleton, email=ssingleton@cocoafl.org Date: 2018.01.04 10:33:15 -05'00'	1/4/18	Lea Taylor — Digitally signed by Lea Taylor Date: 2018.01.04 14:45:39 -05'00'	2/20/18	Teri Butler — Digitally signed by Teri Butler Date: 2018.02.20 10:06:29 -05'00'
Date	Requestor's Signature	Date	Finance Approval Signature	Date	Finance Director's Signature
1/4/18	Karen Hamilton — Digitally signed by Karen Hamilton Date: 2018.01.04 11:20:31 -05'00'	1/4/18	Lora Howell — Digitally signed by Lora Howell Date: 2018.01.04 14:51:04 -05'00'	2/21/18	John A. Titkanich — Digitally signed by John A. Titkanich Date: 2018.02.21 10:02:39 -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 #: _____