City of Cocoa Budget Adjustment Form FY 2018

SELECT ADJUSTMENT TYPE: BUDGET TRANSFER **REQUESTING DEPARTMENT #:** 3230 **DATE PREPARED:** 04/27/18

'FROM' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
($ 9,640)	110-3230-559.63-00	CP1502	Infrastructure	$ 919,000	$ 930,951	$ 921,311	$ 480,558
$ 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
($ 9,640)	TOTAL						

'TO' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
$ 9,640	110-3230-559.31-00		Professional Services	$ 0	$ 50,960	$ 60,600	$ 9,641
$ 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
$ 9,640	TOTAL						

REASON/JUSTIFICATION FOR ADJUSTMENT:

The Cocoa CRA will retain the services of Myra Planning and Design, LLC to estimate the construction cost of new parking spaces, in Cocoa Village, for budgeting and planning purposes. The Professional Services Account currently has a zero balance, necessitating a budget transfer of $9,640 to cover the costs of the study. This will go to the Cocoa CRA on May 8, 2018.

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.

4/27/18	Samia Singleton Digitally signed by Samia Singleton DN: dc=org, dc=cocoafl, ou=CH, cn=Samia Singleton, email=ssingleton@cocoafl.org Date: 2018.02.13 13:10:52 -05'00'	5/14/18	Lea Taylor Digitally signed by Lea Taylor Date: 2018.05.14 09:29:55 -04'00'	5/14/18	Lora Howell Digitally signed by Lora Howell Date: 2018.05.14 10:37:48 -04'00'
Date	Requestor's Signature	Date	Finance Approval Signature	Date	Finance Director's Signature
5/10/18	Karen Hamilton Digitally signed by Karen Hamilton Date: 2018.05.10 12:52:29 -04'00'	5/14/18	Lora Howell Digitally signed by Lora Howell Date: 2018.05.14 10:37:32 -04'00'	5/14/18	John A. Titkanich Digitally signed by John A. Titkanich Date: 2018.05.14 16:41:07 -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 #: _____