

GROUP NUMBER . : 04732 R# 2014-097
 GROUP USER . . : COCOCTN Neuterman, Charlene - Gra

TRANS NO	TRANS DATE	DOCUMENT	ACCOUNT NUMBER	DESCRIPTION 1	PROJECT	BUDGET AMOUNT	ORIG(Y/N)
DESCRIPTION 2		TYPE	WORK ORDER	JOB# FACILITIES ID			
0000100	08/27/2014	R#2014-097	001-3200-515.64-15	PURCHASE TABLETS FOR CS		8,741.00-	
0000200	08/27/2014	R#2014-097	001-3200-515.49-00	PURCHASE TABLETS FOR CS		1,139.00-	
0000300	08/27/2014	R#2014-097	001-3200-515.52-00	PURCHASE TABLETS FOR CS		3,400.00	
0000400	08/27/2014	R#2014-097	001-3200-515.46-00	PURCHASE TABLETS FOR CS		400.00	
0000500	08/27/2014	R#2014-097	001-3200-515.34-00	PURCHASE TABLETS FOR CS		6,080.00	

TOTALS:

AMOUNT CALCULATED AMOUNT ENTERED DIFFERENCE

COUNT: 5 5
 AMOUNT:



City of Cocoa Budget Adjustment Form FY 2014

SELECT ADJUSTMENT TYPE:

BUDGET TRANSFER

REQUESTING DEPARTMENT #:

comm services

DATE PREPARED:

08/15/14

'FROM' ACCOUNT(S):

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
\$(8,741)	001-3200-515-64.15		IT Hardware	\$ 8,741	\$ 8,741	\$ -	\$ -
\$(1,139)	001-3200-515-49.00		Other Charges & Obligations	\$ 11,800	\$ 11,800	\$ 10,661	\$ 6,034
						\$ -	
						\$ -	
						\$ -	
						\$ -	
-\$9,880	TOTAL						

'TO' ACCOUNT(S):

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
\$3,400	001-3200-515-52.00		Operating Supplies	\$ 4,442	\$ 4,442	\$ 7,842	\$ 3,930
\$400	001-3200-515-46.00		Repairs & Maintenance	\$ -	\$ -	\$ 400	\$ 400
\$6,080	001-3200-515-34.00		Contract Services	\$ 15,000	\$ 15,000	\$ 21,080	\$ -
						\$ -	
						\$ -	
						\$ -	
\$9,880	TOTAL						

REASON/JUSTIFICATION FOR ADJUSTMENT:

Laptops were originally budgeted in the 64.00 capital account. We are now purchasing tablets instead of laptops at a lower cost. As a result the capital threshold limit is not met for the revised purchase price of the tablets. Therefore a budget transfer must be completed to take the funds out of the Capital account.

COUNCIL APPROVAL REQUIRED? YES NO

DATE APPROVED: 8/26/14

RESOLUTION #: 2014-097

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

<u><i>Jana Jones</i></u> <u>8/15/14</u>	<u><i>[Signature]</i></u> <u>15 Aug 14</u>	<u><i>[Signature]</i></u> <u>8/27/2014</u>
Requestor's Signature Date	Finance Approval Signature Date	Finance Dir./Asst. CM's Signature Date
<u><i>[Signature]</i></u> <u>8/15/14</u>	<u><i>[Signature]</i></u> <u>8-15-14</u>	<u><i>[Signature]</i></u> <u>8/26/14</u>
Director's Signature Date	Finance Manager's Signature Date	City Manager's Signature Date

FINANCE USE ONLY:

Date Entered: 8/27/14

Entered By: [Signature]

Group #: 4732