



City of Cocoa Budget Adjustment Form FY 2023 - 23-116-A

SELECT ADJUSTMENT TYPE: BUDGET AMENDMENT REQUESTING DEPARTMENT #: 1601 DATE PREPARED: 08/24/23

'REVENUE' ACCOUNT(S)

Table with 8 columns: ADJUSTMENT AMOUNT, ACCOUNT NUMBER, PROJECT NUMBER, ACCOUNT NAME, ORIGINAL BUDGET, AMENDED BUDGET, ADJUSTED BUDGET, UNENCUMBERED BALANCE. Includes a total row for \$15,000.

'EXPENSE' ACCOUNT(S)

Table with 8 columns: ADJUSTMENT AMOUNT, ACCOUNT NUMBER, PROJECT NUMBER, ACCOUNT NAME, ORIGINAL BUDGET, AMENDED BUDGET, ADJUSTED BUDGET, UNENCUMBERED BALANCE. Includes a total row for \$15,000.

REASON/JUSTIFICATION FOR ADJUSTMENT:

Project Contingency was Approved by City Council 12/13/22 Resolution 2022-130 for Hurricane Nicole related damage to the Day Slips. Budget for the removal project was provided on BAF#23-069-A (Resolution 2023-041), however Contingency Budget was not needed at that time. Public Works needs to do a Change Order immediately to PO# 80526 for \$15,000. (Informational Agenda 23-537 9-12-23)

Council/Board APPROVAL REQUIRED? YES [checked] NO [ ] DATE APPROVED: 12/13/22 RESOLUTION #: 2022-130

City Council approval is needed for all transfers greater than \$75,000 and transfers between Departments / Funds. All CRA adjustments are required to go their respective boards.

Signatures section with fields for Requestor's Signature, Finance Approval Signature, Finance Director's Signature, Department Director's Signature, Deputy Fin. Director's Signature, and City Manager's Signature. Includes dates and digital signatures.

FINANCE USE ONLY:

Date Entered: Entered By: Group #: