



City of Cocoa Budget Adjustment Form FY 2020 - 20-042-T

SELECT ADJUSTMENT TYPE: BUDGET TRANSFER

REQUESTING DEPARTMENT #: 1100

DATE PREPARED: 02/12/20

'FROM' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
(\$ 15,000)	001-1100-512.48-00		Promotionals Activites	\$ 15,000	\$ 15,000	\$ 0	\$ 0
(\$ 5,000)	001-1600-513.31-00		Professional Services	\$ 2,951,500	\$ 305,394	\$ 300,394	\$ 160,099
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
(\$ 20,000)	TOTAL			\$ 0	\$ 0	\$ 0	\$ 0

'TO' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
\$ 20,000	001-1100-512.31-00		Professional Services	\$ 0	\$ 0	\$ 20,000	\$ 20,000
\$ 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
\$ 20,000	TOTAL			\$ 0	\$ 0	\$ 0	\$ 0

REASON/JUSTIFICATION FOR ADJUSTMENT:

The City of Cocoa is updating its Strategic Plan and central to doing so is understanding resident opinions. A Community Survey will provide additional data in ensuring the 2021 - 2026 Strategic Plan is based on resident opinions and concerns. Money was budgeted in the Promotional Activities account for the Community Survey and is now being relocation to Professional Services. An additional \$5,000 is being reallocated from the leadership team training/management retreat budget to cover the remaining cost. Agenda 20-120

CITY COUNCIL APPROVAL REQUIRED? YES ☒ NO ☐

DATE APPROVED: 02/26/20 RESOLUTION #: 2020-121

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.

2/12/20 Lea Taylor Digitally signed by Lea Taylor
Date: 2020.02.12 10:58:59
-05'00'

2/12/20

Lea Taylor Digitally signed by Lea Taylor
Date: 2020.02.13 16:11:03
-05'00'

Date Requestor's Signature

Date

Finance Approval Signature

Date

Finance Director's Signature

2/12/20 Matthew Fuhrer Digitally signed by Matthew Fuhrer
Date: 2020.02.12 16:26:50 -05'00'

2/18/20

Lora Howell Digitally signed by Lora Howell
Date: 2020.02.18 14:36:43
-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 #: