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# CITY OF DANBURY

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**DENA DIORIO**  
DIRECTOR OF FINANCE

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## MEMORANDUM

TO: Hon. Mark D. Boughton via the Common Council

FROM: Dena Diorio, Director of Finance & Personnel

DATE: November 17, 2004

**CERTIFICATION**

SUBJECT: Funds for the Building Department

The Building Department has seen an extraordinary increase in workload due to the strong construction activity in the City of Danbury. This workload will only increase with the large number of City projects in the planning stages and the construction activity planned at the Reserve. When preparing the budget for the current fiscal year, funds were included for a part-time staff person to review plans for twelve hours per week to assist with the increased workload.

The Department of Personnel has been attempting to fill this part-time vacancy for several months. Qualified candidates for the position have rejected the City's offer of employment due to the limited number of hours attached to the position. In order to make the position more attractive, I am recommending that the Common Council approve an appropriation of \$23,000 to fund additional hours for a temporary Building Inspector through the end of the fiscal year. When preparing the budget for FY05-06, we will analyze the workload in the department to determine whether funding the position on a full-time basis going forward is appropriate.

The funds should be appropriated to line item 2020.5040.

I hereby certify the availability of these funds to be transferred from Revenue Line Item, Sale of Land, 1000.4609. The City received a check in the amount of \$125,000 from WCI/Spectrum as part of the agreement the City recently signed with the Woodland Group. These funds are sufficient to cover the appropriation.

Please feel free to contact me should you require any additional information.

Thank you

C: Leo Null, Chief Building Official